

**Butler County Board of Elections
Board Meeting Minutes
February 21, 2017**

The Butler County Board of Elections met on Tuesday, February 21, 2017, at 9.05 a.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, Election Services Manager Mickey Smith and Secretary of State Regional Liaison Beth Hamad.

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

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


All in favor; motion carried.

BILLS
February 21, 2017

0100-5460-520000	Office supplies	188.07
0100-5460-521000	Postage	59.30
0100-5460-530075	Technology support	11,584.52
0100-5460-530310	Rental/lease - equip & vehicles	2,358.15
0100-5460-530500	Travel & training	1,580.28
0100-5460-530550	Employee job related mileage	112.51
0100-5460-536000	Contract services	820.18
	TOTAL BILLS	16,703.01

PAID FROM THE GENERAL FUND


CHAIRMAN


DIRECTOR

BILLS
February 21, 2017

OFFICE SUPPLIES (520000)

Office Depot Inc

Office supplies	13.98
Office supplies	25.99
Office supplies	46.67
Office supplies	101.43

TOTAL OFFICE SUPPLIES (520000) 188.07

POSTAGE (521000)

Butler County Commissioners

4th quarter postage	2.75
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Fedex

December shipments	56.55
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TOTAL POSTAGE (521000) 59.30

TECHNOLOGY SUPPORT (530075)

Data Information Management Systems

Dimsnet voterfile maintenance, January 2017	6,684.52
Revize LLC Upgrade of website	4,900.00
TOTAL TECHNOLOGY SUPPORT (530075)	11,584.52
RENTAL/LEASE - EQUIP & VEHICLES (530310)	
Great American Financial Services Co Two Sharp copiers 1st quarter lease and maintenace	636.15
Pitney Bowes Mailing equipment lease/maintenance 10/30/16-01/29/17	1,722.00
TOTAL RENTAL/LEASE - EQUIP & VEHICLES (530310)	2,358.15
TRAVEL & TRAINING (530500)	
Hall, Todd OAEO conference, meals and mileages 1/11/17-1/12/17	207.00
Noonan, Diane OAEO conference, meals, 1/11/17-1/12/17	105.00
Smith, Mickey OAEO conference, meals and mileages 1/11/17-1/12/17	207.00
US Bank OAEO conference 1/10/17-1/13/17	854.28
Wunnenberg, Chris OAEO conference, meals and mileages 1/11/17-1/12/17	207.00
TOTAL TRAVEL & TRAINING (530500)	1,580.28
EMPLOYEE JOB RELATED MILEAGE (530550)	
Corbin Eric Mileage and Parking, OAEO conference 1/11/17	112.51
TOTAL EMPLOYEE JOB RELATED TRAVEL (530550)	112.51
OTHER CONTRACT SERVICES (536000)	
Constant Contact, INC Yearly pre-paid email service 1/29/17-1/19/18	336.00
Frontier Communications Oxford monthly listing 1/22/17-	5.00

2/21/17

Millenium Business System Inc

Flex copies, 12/28/16-1/27/17

183.16

Prosource

Copier maintenance/flex copies 1/1/17-3/31/17

296.02

TOTAL OTHER CONTRACT SERVICES (536000)

820.18

Chairman Cloud submitted the minutes of January 17, 2017 for approval.

Member Hall moved to approve the minutes; seconded by Member Wyenandt.

Roll call:

Chairman Cloud yea

Member Wyenandt yea

Member Hall yea

Member Wunnenberg yea

All in favor; motion carried.

Director Noonan acknowledged the receipt of the following Directives, Advisories

and Memoranda from the Secretary of State:

Directives

01/31/2017 2017-01 Updated Election Official Manual and Related Directive

01/31/2017 2017-02 Chapter 5 – Absentee Voting

02/10/2017 2017-03 2017 General Voters Records Maintenance Program (NCOA)

02/14/2017 2017-04 Ballots for May 2, 2017 Primary/Special Election

Advisory

01/30/2017 2017-01 Purchasing Electronic Poll books with State Funding-Reminders

Memorandum None

Under Election Business, Director Noonan submitted the ballot language for May 2, 2017 Special Election for the Middletown Senior Citizen Levy (Renewal).

Member Hall moved to certify the ballot language for May 2, 2017 Special

Election; seconded by Member Wyenandt. Roll call:

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

All in favor; motion carried.

Certified 
Admin. Sign & Date

Butler County Board of Elections
May 2nd, Special Election
Issue

- Middletown Senior Citizens Levy (Renewal)**
- (1) mill for 5 years.
 - 36 Precincts and part of Warren County.
See Attached Ballot Language

02/10/2017 10:50:10 AM

Prosecutor- Date Approved: 02/09/17

SOS - Date Approved: 01/26/17

PROPOSED TAX LEVY (RENEWAL)

CITY OF MIDDLETOWN

A majority affirmative vote is necessary for passage.

A renewal of a tax for the benefit of the City of Middletown, Counties of Butler and Warren, Ohio, for the purpose of **providing or maintaining senior citizens services or**

facilities 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 2017, first due in calendar year 2018.

For the Tax Levy

Against the Tax Levy

Director Noonan submitted three candidates to be certified to the November 7, 2017 General Election. Member Wyenandt moved to certify Fairfield City Council at Large Bill Woeste, Oxford Township Trustee Norma Pennock, and Lakota Local Schools Member of Board of Education Bradley R. Lovell; seconded by Member Wunnenberg. Roll call:

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

All in favor; motion carried.

Certified 
Admin Sign & Date

Butler County Board of Elections
November 7th, General Election
Candidates

February 21, 2017

Fairfield City Council at Large

- Bill Woeste

Oxford Township Trustee

- Norma Pennock

Lakota Local Schools Member of Board of Education

- Bradley R. Lovell

02/10/2017 10:49:49 AM

Director Noonan submitted the machine allocation for May 2, 2017 Special Election. There will be three machines at the Board of Elections for early voting and 133 machines at locations on Election Day. Member Wyenandt moved to approve the machine allocation for May 2, 2017 Special Election; seconded by

Member Wunnenberg. Roll call:

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

All in favor; motion carried.

Director Noonan stated two precinct election officials per precinct in multi-precinct locations will be used for the May 2, 2017 Special Election. Single precinct locations will still have four precinct election officials. Member Wunnenberg moved to approve two precinct election officials per precinct in multi-precinct locations for the May 2, 2017 Special Election; seconded by Member Wyenandt. Roll call:

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

All in favor; motion carried.

Under New Business, Director Noonan submitted a request to ask the Department of Administrative Services to become a participating political subdivision under RC 125.04 in order to participate in the state term contract for electronic poll books. Member Wunnenberg moved to approve the request to the Department of Administrative Services; seconded by Member Hall. Roll call:

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

All in favor: motion carried.

Under the Director's Report, Director Noonan stated the Poll Worker Appreciation Breakfast will be held April 5, 2017 from 8:00 a.m. to 10:00 a.m. at the Butler County Fairgrounds. The rental fee will be \$750.00 for the venue; however, they are giving us a discount as the normal charge is \$1,100.00. The date was changed from March 10, 2017 in order to accommodate more workers. Speakers will include Chairman Frank Cloud, City of Hamilton Mayor Pat Moeller and Commissioner T.C. Rogers.

Director Noonan stated that today at 4:00 p.m. is the deadline for candidates to submit their paperwork to appear on the November 7, 2017 General Election for the City of Middletown Municipal Judge position. This is due to the untimely death of Judge Mark Wall.

Director Noonan stated the annual reviews with the staff are almost completed and they have gone very well.

Member Hall asked about the re-organization meeting on March 6th at 9:00 a.m. Common Pleas Judge Oster will be giving the oath of office to the Board and staff.

Director Noonan stated Candidate and Ballot Services will be hosting a candidate training session to review the paperwork needed for the November General Election on March 15, 2017 at 6:00 p.m. Member Hall asked if we could professionally video the training and put it on the website for those who could not attend the training session.

Director Noonan stated Jay Klein, Joe Andrews, herself, and Deputy Director Bucaro will be visiting Dominion and the Denver Election Center in Denver, Colorado on March 27th thru March 29th.

Director Noonan stated that a new directive is in effect for the May 2, 2017 Special Election and invoices were mailed to City of Middletown, the Northwest School District and Preble Shawnee School District that are placing issues on the ballot for the required 65% pre-payment of the election costs and their payments have been received.

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 9:30 a.m.

Frank Cloud, Chairman

Diane Noonan, Director

Todd Hall, Member

Chris Wunnenberg, III Member

Kathleen Wyenandt, Member