

Butler County Board of Elections Board Meeting Minutes April 8, 2019

The Butler County Board of Elections met on Monday, April 8, 2019, at 9:00 a.m. for a regular meeting. Roll call was taken and present were Chairman Frank Cloud, Member Mariann Penska, Member Chris Wunnenberg, Director Diane Noonan, Deputy Director Eric Corbin, and Poll Worker Administrator/Executive Assistant Melissa Trotta.

Chairman Cloud submitted the bills for approval. Member Wunnenberg moved to approve the bills; seconded by Member Penska. With no further discussion; Roll call:


Chairman Cloud yea
 Member Penska yea
 Member Hall absent
 Member Wunnenberg yea
 All in favor; motion carried.

BILLS April 8, 2019			
0100-5460-520000	Office supplies	\$	421.83
0100-5460-521000	Postage	\$	945.00
0100-5460-529000	Other mat'l & supplies	\$	4,293.49
0100-5460-530075	Technology support	\$	19,206.17
0100-5460-530310	Rental/lease - equip & vehicles	\$	2,008.45
0100-5460-530500	Travel & training	\$	3,655.62
0100-5460-536000	Contract services	\$	974.33

TOTAL BILLS \$ 31,504.89

PAID FROM THE GENERAL FUND


 CHAIRMAN


 DIRECTOR

BILLS
April 8, 2019

OFFICE SUPPLIES (520000)

Ellenberg, Kim		
Coffee supplies	\$	51.84
Office Depot Inc		
Office supplies	\$	41.28
Office supplies	\$	100.07
Office supplies	\$	2.19
Office supplies	\$	57.66
Office supplies	\$	63.58
Office supplies	\$	74.65
Office supplies	\$	30.56
TOTAL OFFICE SUPPLIES (520000)	\$	421.83

POSTAGE (521000)

United States Postal Service		
BRM Permit # 32001 annual maintenance fees 5/9/19-5/8/20	\$	710.00
BRM Permit # 32000 renewal fees 5/9/19-5/8/20	\$	235.00
TOTAL POSTAGE (521000)	\$	945.00

OTHER MATERIAL/SUPPLIES (529000)

Hester, Brian		
Candidate training supplies, 03/19/19	\$	27.79
Quality Publishing Company Inc		
8478 NCOAs and postage 3/19/19	\$	4,265.70
TOTAL OTHER MATERIAL/SUPPLIES (529000)	\$	4,293.49

TECHNOLOGY SUPPORT (530075)

BCIS

Yearly Oarnet-Vmware/ maintenance cost,6/1/19-5/30/19 \$ 1,235.00
33 Network Access/user account yearly maintenance 7/1/19-6/30/19 \$ 3,495.00

Data Information Management Systems

Dimsnet voterfile maintenance, February 2019 \$ 7,091.61
Dimsnet voterfile maintenance, March 2019 \$ 7,091.61

Network Solutions

Renewal 5-year BOE internet domain name \$ 194.95

Noonan, Diane

Monthly time tracking software, February 2019 \$ 49.00
Monthly time tracking software, March 2019 \$ 49.00

TOTAL TECHNOLOGY SUPPORT (530075) \$ 19,206.17

RENTAL/LEASE - EQUIP & VEHICLES (530310)

Great American Financial Services Co

Copiers lease/maintenance and origination fees, January 2019 \$ 286.45

Pitney Bowes

Maintenance and lease, meter equipment 01/30/19-04/29/19 \$ 1,722.00

TOTAL RENTAL/LEASE - EQUIP & VEHICLES (530310) \$ 2,008.45

TRAVEL & TRAINING - (530500)

US Bank

Hotel and parking, OAEO conference in Columbus, OH 1/8/19-1/11/19 \$ 3,655.62

TOTAL TRAVEL & TRAINING (530500) \$ 3,655.62

OTHER CONTRACT SERVICES (536000)

Frontier Communications

Foreign listing, 2/22/19-03/21/19 \$ 6.50
Foreign listing, 03/22/19-4/21/19 \$ 6.50

Johnson Controls Fire Protection LP

2019 Intrusion and monitoring alarm \$ 408.00

Overhead Door

Repair of warehouse commercial door,2/11/2019 \$ 310.25

Pate Appliance Service, LLC

Repair of refrigerator ice maker,3/18/19 \$ 239.46

Prosource

Flex copies and maintenance fees,2/1/19-2/28/19 \$ 3.62

TOTAL OTHER CONTRACT SERVICES (536000) \$ 974.33

Chairman Cloud submitted the meeting minutes from the March 11, 2019, meeting. Member Wunnenberg moved to approve the March 11, 2019, meeting minutes; seconded by Member Penska. Roll call:

Chairman Cloud yea
Member Penska yea
Member Hall absent
Member Wunnenberg yea

All in favor; motion carried.

Director Noonan acknowledged receipt of the following directive:

2019-04 Provisional Ballots Cast by Voters Cancelled Since 2011 Under
Ohio's Supplemental Process – effective only for the May 7, 2019
Primary/Special Election

Director Noonan presented Document 3, Candidates to be Certified to the November 5, 2019, General Election. Member Wunnenberg moved to certify the candidate on

Document 3 to the November 5, 2019, General Election; seconded by Member Penska.

Roll Call:

Chairman Cloud yea
Member Penska yea
Member Hall absent
Member Wunnenberg yea

All in favor; motion carried.

Certified MS 4-8-19
Admin. Sign & Date

Butler County Board of Elections
November 5, 2019 General Election
Board Certification
Candidates

The candidates have met the statutory requirements to appear on the ballot.

Judge of the Fairfield Municipal Court (Full term commencing 1/1/20)

- Joyce A. Campbell

Fairfield City Council (4th Ward)

- Tim Abbott

Deputy Director Corbin stated a request from Princeton City School was made for the cost of an August Special Election. He said there possibly could be an election for both precincts in Sharonville and one split precinct in West Chester.

Director Noonan stated Deputy Director Corbin and herself spoke with Regional Sales Manager of Dominion Voting Systems, Mark Beckstrand regarding the updated quote

for the purchase of a new voting system. Director Noonan stated Mr. Beckstrand is waiting for approval from upper management of the quote. She said County Administrator, Judi Boyko and the County Commissioners would like to see the updated quote from Dominion for a DRE voting system and a paper voting system. Member Penska asked the Directors to keep the Board updated.

Director Noonan presented Document 4, Referrals of Late Campaign Committees to the Ohio Election Commission (OEC). Director Noonan asked the Board if they would like to continue to see committees who filed late. She stated in the past that the Board has not referred committees to the OEC. Member Penska asked if the Board of Elections has obligations to refer the committees to the OEC. Chairman Cloud asked if there are stipulations in the Ohio Revised Code. Chairman Cloud suggested having the County Prosecutor, Roger Gates review the ORC. Member Wunnenberg moved not to Refer Late Campaign Committees to Ohio Election Commission; seconded by Chairman Cloud. Roll Call:

Chairman Cloud	yea
Member Penska	no
Member Hall	absent
Member Wunnenberg	yea

Majority in favor; motion carried.

Did not refer - MD 4/8/19

Referrals Approved _____
Admin. Sign & Date

Butler County Board of Elections
Ohio Election Commission Referrals

2018 Annual Late Filings

Deadline: January 31st by 4:00 p.m.

The following committees were late to file a 2018 Annual Campaign Finance report due January 31, 2019 after receiving a written notice to file sent via regular mail on January 15, 2019.

Candidates:

Friends of Thomas Hall

- Committee filed on 2/1/19

_____ Referred

✓ Not Referred

Sallie Burkhardt - Hamilton City School Board

- Committee filed on 2/4/19

_____ Referred

✓ Not Referred

Committee for Raghu (Chantel Raghu)

- Committee filed on 2/4/19

_____ Referred

✓ Not Referred

Friends of David Prytherch

- Committee filed on 2/5/19

_____ Referred

✓ Not Referred

Naab for City Council (Timothy F. Naab)

- Committee filed on 2/7/19

_____ Referred

✓ Not Referred

Michael Ryan for Hamilton City Council

- Committee filed on 2/13/19 after CBS staff notified them of the failure to file on 2/11/19.

_____ Referred

✓ Not Referred

Murray for School Board Committee (Ray Murray)

- Committee filed on 2/21/19 after CBS staff notified them of the failure to file on 2/20/19.

_____ Referred

Not Referred

Citizens for Fiehrer (Carla Fiehrer)

- Committee filed on 2/26/19 after CBS staff notified them of the failure to file on 2/20/19.

_____ Referred

Not Referred

Berding for Trustee (Susan Berding)

- Committee filed on 2/28/19 after CBS staff notified them of the failure to file on 2/20/19.

_____ Referred

Not Referred

The Committee to Elect Nick Morgan

- Committee filed on 3/1/19 after CBS staff notified them of the failure to file on 2/20/19 and filed to terminate.

_____ Referred

Not Referred

Mathews for Council (ShaQuila Mathews)

- Committee filed on 3/5/19 after CBS staff notified them of failure to file on 2/20/19 and filed to terminate.

_____ Referred

Not Referred

Friends of Austin Worrell

- Committee filed on 3/5/19 after CBS staff notified them of failure to file on 2/28/19 and filed to terminate.

_____ Referred

Not Referred

Kelley Casper for School Board

- Committee filed on 3/6/19 after CBS staff notified them of failure to file on 2/28/19 and filed to terminate. Committee also resolved all outstanding amendment requests with its 2017 Post-General report.

_____ Referred

Not Referred

Referrals Approved _____
Admin. Sign & Date

Roy Gordon for City Council Middletown

- Committee filed on 3/6/19 after CBS staff notified them of failure to file on 2/21/19 and filed to terminate.

_____ Referred

Not Referred

Friends of Noble (Shawna Noble nka Smith)

- Committee filed on 3/7/19 after CBS staff notified them of failure to file on 2/21/19 and filed to terminate.

_____ Referred

Not Referred

Director Noonan presented Document 5, Referrals of Failure to File Campaign Committees to the Ohio Election Commission. Member Penska moved to Refer Failure to file Campaign Committees to Ohio Election Commission with the exception of Ross Spirit Committee for Ross Local Schools because the committee filed their report between the time the board documents were created and the meeting; seconded by Member Wunnenberg. Roll Call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	absent
Member Wunnenberg	yea

Majority in favor; motion carried.

Referrals Approved *MS 4/8/19*
Admin. Sign & Date

Butler County Board of Elections
Ohio Election Commission Referrals

2018 Post-General Failure to File
Deadline: December 14th by 4:00 p.m.

The following committees failed to file a 2018 Post-General Campaign Finance report due December 14th, 2018 after receiving a written notice to file sent via regular mail on November 29th, 2018.

Committee:

Filed Late
Ross Spirit Committee for Ross Local Schools *Did not appear MS 4/8/19*

- Committee timely filed the Pre-General report but failed to file a Post-General Report. Committee treasurer notified via telephone of failure to file on 3/28/19.

2018 Annual Failure to File
Deadline: January 31st by 4:00 p.m.

The following committees failed to file a 2018 Annual Campaign Finance report due January 31, 2019 after receiving a written notice to file sent via regular mail on January 15, 2019.

Candidates:

Friends for DaMonte' Cole

- Subject of several other previous referrals. We presently do not have valid contact information to reach the candidate. Committee continues to fail to file.

Friends of Drew Davis

- Referred in 2018 for failure to file 2017 Post-General report and currently being fined \$25 a day by the OEC in that prior complaint. Now has failed to file again.

Samples for Board of Education (Zipporah Samples)

- Candidate notified via telephone of failure to file on 3/7/19.

Referrals Approved _____
Admin. Sign & Date

Friends of DeAnna Shores

- Subject of several other previous referrals and currently being fined \$25 a day for failing to file the 2017 Annual report last year by the OEC in that prior complaint. Now has failed to file again.

Watt for Oxford (Corey Watt)

- Candidate notified via e-mail of failure to file on 2/20/19.

Committee:

Citizens for Change

- Failed to file amendments to both the 2017 Semi-Annual & Annual reports after letters requesting amendment were sent via certified mail on April 27, 2018 and returned unclaimed on May 29, 2018
- Failed to file 2018 Annual report as well and was notified via telephone of failure to file this report and requested amendments again on 3/28/19.

Under Directors Report, Director Noonan stated National Change of Address went out to over 8,000 voters and they are starting to come back. Director Noonan stated Public Logic and Accuracy (L&A) was completed Friday, April 5, 2019, no observers were present. Director Noonan stated Early Voting for the Ross Local Schools Special Election opens Tuesday, April 9, 2019.

Under Deputy Director's Report, Deputy Director Corbin stated we are still waiting on an update for Senate Bill 22 Reduction of Poll Workers.

Deputy Director Corbin stated the office is looking into a website called Lynda.com to make training available for staff members. Deputy Director Corbin said the annual subscription would cost \$200.00 per person for twenty- five people. He stated he would have more information available at the next board meeting.

Deputy Director Corbin presented a quote from the contractor that the maintenance department referred for the installation of a door in the Candidate and Ballot Services department.

Member Wunnenberg moved to approve the quote in the amount of \$748.00 from GDS Ornamental & Plaster for the installation of a door in the Candidate and Ballot Services department; seconded by Member Penska. Roll Call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	absent
Member Wunnenberg	yea

All in favor; motion carried.

Chairman Cloud moved to go into Executive Session to discuss office organization and personnel issues according to O.R.C. 121.22 (G)(1); seconded by Member Penska. Roll call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	absent
Member Wunnenberg	yea

All in favor; motion carried.

Chairman Cloud stated that the Board is back in session.

Under New Business

Member Wunnenberg moved to review new employees after the initial twelve month anniversary, grant two weeks of vacation and be eligible for up to a ten percent raise not to exceed the pay of other staff members in the same job position; seconded by Member Penska. Roll call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	absent
Member Wunnenberg	yea

All in favor; motion carried.

Member Wunnenberg moved to increase the minimum annual base salaries for each grade level by the cost of living increase amount approved the County Commissioners each year beginning in January 2019; seconded by Member Penska. Roll Call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	absent
Member Wunnenberg	yea

All in favor; motion carried

Member Wunnenberg moved to adjust the salary of Nicole Unzicker's to an annual salary of \$37,586.00; seconded by Member Penska. Roll call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	absent
Member Wunnenberg	yea

All in favor; motion carried

Member Penska moved to approve the 2018 incentive pay provided by County Commissioners of \$22,690.00 to be distributed according to the outline for the staff; seconded by Member Wunnenberg. Member Wunnenberg stated to modify the pro-rate for the 2018 new hire employees. Chairman Cloud amended the motion. Roll Call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	absent
Member Wunnenberg	yea

All in favor; motion carried

With no further business, Member moved to adjourn the meeting; seconded by Member Wunnenberg. Roll call:
Chairman Cloud yea
Member Penska yea
Member Hall absent
Member Wunnenberg yea
All in favor; motion carried.

Next Board Meeting Tuesday, May 7, 2019 at 7:00 p.m. on Election Day

The meeting was adjourned at approximately 10:31 a.m.

Frank Cloud, Chairman

Diane Noonan, Director

Absent

Todd Hall, Member

Chris Wunnenberg III, Member

Mariann Penska, Member