

Butler County Board of Elections Board Meeting Minutes November 18, 2019

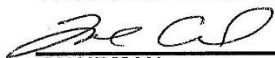
The Butler County Board of Elections met on Tuesday, November 18, 2019, at 1:00 p.m. for a regular meeting. Roll call was taken and present were Chairman Frank Cloud, Member Mariann Penska, Member Todd Hall, Member Chris Wunnenberg, Director Diane Noonan, Deputy Director Eric Corbin, Early Voting Administrator Tiffany Harmon, Secretary of State Regional Liaison Kenny Henning and Poll Worker Administrator/Executive Assistant Melissa Trotta.

Director Noonan presented Document 1, Bills. Member Wunnenberg moved to approve the bills on Document 1; seconded by Member Penska. Roll Call:


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

BILLS November 18, 2019			
0100-5460-520000	Office supplies	\$	315.62
0100-5460-521000	Postage	\$	10,000.00
0100-5460-524000	Gas-fuel-oil	\$	23.83
0100-5460-525100	Software/ Hardware Equipment	\$	1,873.63
0100-5460-528000	Subscriptions	\$	449.79
0100-5460-529000	Other mat'l & supplies	\$	29,155.84
0100-5460-530075	Technology support	\$	22,011.08
0100-5460-530310	Rental/lease - equip & vehicles	\$	898.71
0100-5460-530500	Travel & training	\$	1,870.00
0100-5460-530550	Employee job related mileage	\$	340.43
0100-5460-536000	Contract services	\$	24,194.60
0100-5460-530250	Advertising	\$	1,190.16
1227-5460-542000	Election Security Grant	\$	2,550.00
	TOTAL BILLS	\$	94,873.69

PAID FROM THE GENERAL FUND



CHAIRMAN



DIRECTOR

BILLS
November 18, 2019

OFFICE SUPPLIES (520000)

Office Depot Inc.

Office supplies	\$	111.85
Office supplies	\$	53.83
Office supplies	\$	76.86

TNT Papercraft Inc.

Calendars	\$	73.08
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TOTAL OFFICE SUPPLIES (520000)	\$	315.62
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POSTAGE (521000)

Pitney Bowes

Reserve account # 18850560	\$	10,000.00
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TOTAL POSTAGE (521000)	\$	10,000.00
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GAS-FUEL-OIL (524000)

Cloud, Lisa

Voted nursing homes, 10/18/19	\$	23.83
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TOTAL GAS-FUEL-OIL (524000)	\$	23.83
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SOFTWARE/HARDWARE EQUIPMENT (525100)

Dell Marketing Inc.

1 VLA acrobat std 2017 license	\$	280.14
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CDW-Government, Inc.

4 ram memory for desktops	\$	139.60
1 ram memory for ev room	\$	39.89

IT Savvy LLC

Avaya conference phone	\$	577.00
2 fotinet wi-fi dual bands	\$	837.00

TOTAL SOFTWARE/HARDWARE EQUIPMENT (525100)	\$	1,873.63
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SUBSCRIPTIONS (528000)

Journal News		
2019-2020 Yearly subscription	\$	449.79
TOTALSUBSCRIPTIONS (528000)	\$	449.79

OTHER MATERIAL/SUPPLIES (529000)

4Imprint, Inc.		
50 embroidered jackets and polos	\$	2,213.98
Barrett Brothers		
1600 PEO manuals 11/5/19	\$	4,195.37
Clendenin, Erin		
1.5 lbs of cable ties	\$	82.28
15-100 pk wire ties	\$	96.89
Corbin, Eric		
2nd order of labels and usbs	\$	135.21
3rd order of usbs	\$	127.74
Election night meals, 11/5/19	\$	370.00
Monoprice usb cables	\$	85.16
Time stamp	\$	609.00
Home Depot		
Warehouse supplies	\$	9.94
Warehouse supplies	\$	37.32
Warehouse supplies	\$	6.54
Warehouse supplies	\$	11.98
Warehouse supplies	\$	74.15
Warehouse supplies	\$	32.91
165 power strips for polls	\$	1,118.00
Integrated Voting Systems Inc.		
16,780 Election day ballots, 11/5/19	\$	4,955.60
35,000 blank ballot stock supplies	\$	4,220.00
It Savvy LLC		
15 wireless headsets and hook ups	\$	3,651.15
Noonan, Diana		
Monday night and Tuesday lunch meals, 11/4-11/5	\$	251.05

Office Depot Inc.		
Election supplies	\$	507.49
Election supplies	\$	4.99
Election supplies	\$	69.90
Election supplies	\$	83.96
Election supplies	\$	88.40
Election supplies	\$	626.76
Pro Source Paper		
139 cases of ICX thermal paper	\$	8,952.56
Quality Publishing Company Inc.		
4550 poll location change cards	\$	1,849.16
10,000 window envelopes	\$	549.84
Total Office Source		
Paper supplies for EV/Reg	\$	450.00
Toner supplies for EV room	\$	515.00
Trotta, Melissa		
Drink and paper products for meals	\$	130.73
Uline.com		
2 cartons of black beaded ties	\$	138.28
120 painter's blue tape	\$	820.13
TOTAL OTHER MATERIAL/SUPPLIES (529000)	\$	29,155.84

TECHNOLOGY SUPPORT (530075)

Data Information Management Systems		
Dimsnet voterfile maintenance, Oct 2019	\$	7,304.36
Dimsnet voterfile maintenance, Nov 2019	\$	7,304.36
Dimsnet voterfile maintenance, Dec 2019	\$	7,304.36
Noonan, Diane		
Monthly time tracking software, Oct 2019	\$	49.00
Monthly time tracking software, Nov 2019	\$	49.00
TOTAL TECHNOLOGY SUPPORT (530075)	\$	22,011.08

RENTAL/LEASE - EQUIP & VEHICLES (530310)

Great American Financial Services Co

Copiers lease/maintenance, 3rd quarter, CBS \$ 196.95
Copiers lease/maintenance , 4th quarter, SOS/Reg. \$ 701.76

TOTAL RENTAL/LEASE - EQUIP & VEHICLES (530310) \$ 898.71

TRAVEL & TRAINING (530500)

OAEO

2020 OAEO conference registration fees, 1/15-1/17 \$ 1,650.00
2020 REO classes fees, 1/14-1/15 \$ 220.00

TOTAL TRAVEL & TRAINING (530500) \$ 1,870.00

EMPLOYEE JOB RELATED MILEAGE (530550)

Campbell, Robert

Tech runner, 11/05/19 \$ 115.77

Hannon, Sean

Tech runner, 11/05/19 \$ 32.33

Harmon, Tiffany

Returned Avis car rentals, 10/18/19 \$ 14.79

Kalugyer, Kirsten

Voted various nursing homes, 10/21/19 \$ 14.28

Sannan, Chris

Tech runner, 11/05/19 \$ 46.92

Smith, Mickey

Mileages, Middletown jail and post offices, 10/14-10/18 \$ 48.96

Wert, Michael

Tech runner, 11/5/19 \$ 67.12

Wunnenberg, Chris

Tech runner, 11/5/19 \$ 47.18

TOTAL EMPLOYEE JOB RELATED TRAVEL (530550) \$ 340.43

Director Noonan acknowledged receipt of the following advisory:

2019-09 Court Order Regarding a Board of Elections' Review of Initiative Petitions

Director Noonan acknowledged receipt of the memorandum:

2019-01 Special Powers and Responsibilities of Sheriffs on Election Day

Chairman Cloud asked if the Secretary of State's office is sending emails to the Boards new email account. Deputy Director Corbin stated they should be going to the new email addresses.

Director Noonan stated there are total of 501 valid provisional ballots from the November 5, 2019, General Election that need to be approved. She presented one one provisional ballot with a birthday discrepancy between what the voter wrote on the provisional ballot envelope and what is in the voter registration database. Member Hall moved to accept the one provisional ballot with date of birth discrepancy; seconded by Member Penska. Roll Call:

Chairman Cloud yea

Member Hall yea

Member Penska yea

Member Wunnenberg yea

All in favor; motion carries.

Director Noonan presented the following invalid ballots, 41 provisional ballots that are invalid because the voters were not registered to vote in Butler County, 3 provisional ballots that are invalid because their identification does not compare, 1 provisional ballot that is invalid because the voter's signature did not match, 3 provisional ballots that are invalid because the voters did not list a current address, 2 provisional ballots that are invalid because the voters cast their ballot at the wrong polling location, and 1 provisional ballot that is invalid because the voter cast two ballots.

Member Hall made a motion to invalidate the 51 ballots for the reasons outlined on Document 3; seconded by Member Penska. Chairman Cloud asked shouldn't the voters who cast their ballot at the wrong polling location have been sent to the correct location.

Director Noonan stated yes. Roll Call:

Chairman Cloud yea

Member Hall yea

Member Penska yea

Member Wunnenberg yea

All in favor; motion carries.

Member Penska made a motion to approve the 502 valid provisional ballots; seconded by Member Penska. Roll Call:

Chairman Cloud yea

Member Hall yea

Member Penska yea

Member Wunnenberg yea

All in favor; motion carries.

Director Noonan stated there are no challenged absentee ballots for the board to review.

Director Noonan presented Document 5, Candidates to be Certified to the March 17, 2020, Primary Election. Member Wunnenberg moved to certify the candidates to the

March 17, 2020 Primary Election as listed on Document 5; seconded by Member Hall.

Roll Call:

Chairman Cloud yea

Member Penska yea

Member Hall yea

Member Wunnenberg yea

All in favor; motion carried.

Certified CMG 11-18-19
Admin. Sign & Date

Butler County Board of Elections
March 17, 2020 Primary Election
Board Certification
Candidates

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

Representative to Congress (8th District)

- Edward R. Meer – Republican

State Senator (4th District)

- Kathy Wyenandt – Democratic

Clerk of Court of Commons Pleas

- Mary Swain – Republican

County Engineer

- Gregory J. Wilkens – Republican

Coroner

- Lisa K. Mannix – Republican

Judge of the Court of Appeals (12th District) (Full term commencing 1/1/21)

- Noah E. Powers II – Republican

Judge of the Court of Common Pleas (Full term commencing 1/3/21)

- Daniel E. Haughey – Republican

Judge of the Court of Common Pleas (Full term commencing 2/9/21)

- Michael A. Oster, Jr. – Republican

Judge of the Court of Common Pleas (Juvenile Division) (Full term commencing 1/2/21)

- Erik D. Niehaus – Republican

Judge of the Court of Common Pleas (Probate Division) (Full term commencing 2/9/21)

- John M. Holcomb – Republican

Member of State Central Committee- Woman (4th Senate District)

- Patti F. Alderson – Republican

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Document 5

Under Old Business, Member Hall moved to go into Executive Session to discuss physical security according to O.R.C. 121.22(G)(6) at 1:16 p.m.; seconded by Member Penska. Roll Call:

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

All in favor; motion carried.

At 2:24 p.m. Chairman Cloud stated the Board is back in session.

Member Wunnenberg moved to accept Ryan All Glass proposal dated November 8, 2019, for the installation of glass in the amount of \$38,260.00; seconded by Member Penska.

Roll Call:

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

Deputy Director Corbin presented estimates from various vendors for retrofitting of the voting unit carts. He asked the Board if they would like to move forward with retrofitting the carts before the end of the year. Member Hall asked if there is enough money remaining in the budget. Deputy Director Corbin confirmed there are still funds available this year. Member Hall asked to have a bid from PPS at the next board meeting.

Director Noonan presented the following documents pertaining to the Ohio Election Commission (OEC), Document 6, Failure to File, Document 7, Failure to File Requested Amendments, and Document 8, Late Filings.

Referrals Approved YMD 11-18-19
Admin. Sign & Date

**Butler County Board of Elections
Ohio Election Commission Referrals**

2019 Semi-Annual Failure to File
The following committees failed to file a 2019 Semi-Annual Campaign Finance report due July 31, 2019 after receiving a written notice to file sent via regular mail on July 15, 2019 and after staff outreach notifying them of their failure to file in September via telephone.

Committees:

Citizens for Change

- Previously referred for failing to file requested amendments to the 2017 Semi-Annual and Annual reports and failing to file the 2018 Annual report back in April.

Monroe Local Schools Levy Committee

- Voicemails left with treasurer not returned.

Ross Spirit Committee

- Voicemails left with treasurer not returned.

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Document 6

Referrals Approved

4/18/19-11-18-19
Admin. Sign & Date

Butler County Board of Elections
Ohio Election Commission Referrals

Failure to File Requested Amendments

The following committees failed to file requested amendments to the reports listed below after both receiving a courtesy email and a certified letter from staff.

Candidates:

Samples for Board of Education
Zipporah Samples

- Previously referred for failing to file 2018 Annual report. Has failed to file requested amendments to 2017 Post-General report. Certified mail was successfully sent on July 24, 2019.

Friends of David Prytherch
David Prytherch

- Has failed to file requested amendments to 2017 Pre-General report. Certified mail was successfully sent on July 24, 2019.

Committee:

Citizens for Hamilton

- Has failed to file requested amendments to 2018 Post-General report. Certified mail was successfully sent on July 24, 2019.

Referrals Approved

YMS 11-18-19

Admin. Sign & Date

Butler County Board of Elections
Ohio Election Commission Referrals

2019 Semi-Annual Late Filings

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

Committees:

Committee to Renew the Midpointe Levy Committee

- Committee filed on 8/2/2019

Hamilton Professional Firefighters - Local 20

- Committee filed on 8/15/2019

2019 Pre-General Late Filings

Deadline: October 24th by 4:00 p.m.

The following committees were late to file a 2019 Pre-General Campaign Finance report due October 24, 2019 after receiving a written notice to file sent via regular mail on October 8, 2019.

Candidates:

Friends of Jason Bracken

Jason Bracken

- Committee filed on 10/30/2019

Shaffer for School Board

Julie Shaffer

- Committee filed on 10/25/2019

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Document 8

Member Hall moved to refer Campaign Finance Committees listed on Document 6, 7, and 8 to the Ohio Elections Commission; seconded by Member Penska.

Roll Call:

Chairman Cloud yea

Member Penska yea

Member Hall yea

Member Wunnenberg yea

All in favor; motion carried.

Director Noonan submitted the 2020 Board Meeting Schedule for approval. Deputy Director Corbin explained meeting dates are similar to last years with a couple of exceptions due to some Ohio Revised Code deadlines. Member Penska motioned to adopt the 2020 Board Meeting Schedule; seconded by Member Wunnenberg. Roll call:
 Chairman Cloud yea
 Member Penska yea
 Member Hall yea
 Member Wunnenberg yea
 All in favor; motion carried.

2020 Butler County Board of Elections Meeting Schedule

Day of Week	Date	Time	Purpose
Tuesday,	January 7, 2020	9:00am	Special Meeting – Certify Write-in Candidates and approve EAP
Monday,	January 13, 2020	9:00am	Regular Meeting
Tuesday,	February 10, 2020	9:00am	Regular Meeting
Tuesday,	March 17, 2020	9:00am	Election Day Meeting
Monday,	March 30, 2020	1:00pm	Regular Meeting – Validate provisional ballots
Tuesday,	April 7, 2020	9:00am	Regular Meeting – Certify Election , Post Audit
Monday,	April 20, 2020	9:00am	Regular Meeting – Certify Post Audit
Monday,	May 11, 2020	9:00am	Regular Meeting
Monday,	June 8, 2020	9:00am	Regular Meeting
Monday,	July 13, 2020	9:00am	Regular Meeting
Tuesday,	August 04, 2020	7:00pm*	Election Day Meeting
Monday,	August 17, 2020	9:00am	Regular Meeting – Draft Budget
Tuesday,	August 25, 2020	9:00am	Special Meeting – Certify August Elections and Certify Write-in Candidates for November
Monday,	September 14, 2020	9:00am	Regular Meeting – Appoint PEOs
Monday,	October 12, 2020	9:00am	Regular Meeting
Tuesday,	November 03, 2020	7:00pm	Election Day Meeting
Monday	November 16, 2020	1:00pm	Regular Meeting – Validate provisional ballots
Tuesday,	November 24, 2020	9:00am	Special Meeting – Certify Election
Monday,	December 14, 2020	9:00am	Regular Meeting

Winter Conference – January 15-17, 2020
 Summer Conference – June 10-11, 2020

Under the Directors Report, Director Noonan invited the Board Members to the Christmas party on Friday, December 20, 2019, at noon. Director Noonan stated she spoke with the Locations Supervisors (LS) of the three polling locations that were late on election night. She said the LS at Shawnee Early Childhood stated they were late due to the new voting units. Director Noonan said the other two were late because they had to go back to retrieve the remaining USBs. Deputy Director Corbin stated the problems will be addressed in training classes.

Under the Deputy Directors Report, Deputy Director Corbin stated Director Noonan, and himself have been communicating with Tenex Software Solutions about posting results on Election Night. Deputy Director Corbin said the Secretary of State's office has been copied on the emails as well. He said they are still waiting on a written response from the vendor.

With no further business, Member Wunnenberg moved to adjourn the meeting; seconded by Member Hall. Roll call:

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

All in favor; motion carried.

The meeting was adjourned at approximately 2:45 p.m.

Frank Cloud, Chairman

Diane Noonan, Director

Todd Hall, Member

Chris Wunnenberg III, Member

Mariann Penska, Member