

**Butler County Board of Elections
Board Meeting Minutes
November 20, 2023**

The Butler County Board of Elections met on Monday, November 20, 2023, at 1:00 p.m., for a regular meeting. Roll call was taken, and present were Chairman Frank Cloud, Member mariann penska, Member Chris Wunnenberg III, Director Nicole Unzicker, Deputy Director Eric Corbin, and Poll Worker Administrator/Executive Assistant Melissa Trotta.

Chairman Cloud presented Document 1, Bills. Member penska moved to approve the bills on Document 1; seconded by Member Wunnenberg. Roll Call:


Chairman Cloud	yea
Member penska	yea
Member Hall	absent
Member Wunnenberg	yea

All in favor; motion carried.



Regular Board Meeting Bills
Butler County Board of Elections


Chairman


Director

Grand Total \$ 33,249.23

Account / Vendor / Description	Amount
520000 - OFFICE SUPPLIES	
AMAZON CAPITAL SERVI	
OFFICE SUPPLIES	\$65.98
AMAZON CAPITAL SERVI Total	\$65.98
520000 - OFFICE SUPPLIES Total	
\$65.98	
524000 - GAS/FUEL/OIL	
VOYAGER FLEET SYSTEM	
SEPTEMBER FUEL SUPPLIES	\$100.33
VOYAGER FLEET SYSTEM Total	\$100.33
524000 - GAS/FUEL/OIL Total	
\$100.33	
525100 - SOFTWARE/HARDWARE EQUIP	
DOMINION VOTING SYST	
ELECTION CERTIFIED COMPUTERS	\$4,117.19
DOMINION VOTING SYST Total	\$4,117.19
525100 - SOFTWARE/HARDWARE EQUIP Total	
\$4,117.19	
529000 - OTHER MATERIALS/SUPPLIES	
AMAZON CAPITAL SERVI	
ELECTION SUPPLIES	\$580.88
BUNDLE PA SYSTEM	\$1,468.19
AMAZON CAPITAL SERVI Total	\$2,049.07
BERNS GARDEN CENTER	
SECURITY PLANTER SUPPLIES.BOE	\$208.78
BERNS GARDEN CENTER Total	\$208.78
JOS BERNING PRINTING	
ELECTION SUPPLIES	\$200.00
JOS BERNING PRINTING Total	\$200.00
KETMOY PRINTING	
900 PEO MANUALS	\$3,525.00
300 PEO MANUALS	\$1,532.00
KETMOY PRINTING Total	\$5,057.00
MENARDS	
ELECTION SUPPLIES	\$55.27
MENARDS Total	\$55.27

Account / Vendor / Description	Amount
MILLER CONSULTATIONS	
FUTURE VOTER STICKERS	\$163.88
MILLER CONSULTATIONS Total	\$163.88
ODP BUSINESS SOLUTIO	
ELECTION SUPPLIES	\$194.95
ODP BUSINESS SOLUTIO Total	\$194.95
US BANK	
TRAINING AND TEMP STAFF MEAL	\$616.66
US BANK Total	\$616.66
529000 - OTHER MATERIALS/SUPPLIES Total	\$8,545.61
530000 - EQUIP/BLDG MAIN & REPAIR SVC	
QUADIENT INC	
ELECTION SUPPLIES	\$399.12
QUADIENT INC Total	\$399.12
530000 - EQUIP/BLDG MAIN & REPAIR SVC Total	\$399.12
530075 - TECHNOLOGY SUPPORT	
ESSVR LLC	
SEPT 2023 VOTER FILE SUPPORT	\$7,749.19
ESSVR LLC Total	\$7,749.19
OPEX CORPORATION	
ANNUAL SUPPORT 10.30.23-10.29.24	\$3,200.00
OPEX CORPORATION Total	\$3,200.00
530075 - TECHNOLOGY SUPPORT Total	\$10,949.19
530150 - MEMBERSHIP DUES/LICSE RENEWAL	
AMAZON CAPITAL SERVI	
BUSINESS PRIME YEARLY MEMBERSHIP	\$179.00
AMAZON CAPITAL SERVI Total	\$179.00
530150 - MEMBERSHIP DUES/LICSE RENEWAL Total	\$179.00
530310 - RENTAL - EQUIPMENT	
GREAT AMERICA FINANC	
3RD QTR COPIERS LEASE AND MAINTENANCE	\$1,337.97
GREAT AMERICA FINANC Total	\$1,337.97
PITNEY BOWES GLOBAL	
3RD QTR MAILING EQUIPMENT LEASE	\$1,735.26
PITNEY BOWES GLOBAL Total	\$1,735.26
530310 - RENTAL - EQUIPMENT Total	\$3,073.23
536000 - OTHER CONTRACT SVCS	
COX FIRST MEDIA	
AD, DEADLINE TO REGISTER 11.7.23	\$350.00
COX FIRST MEDIA Total	\$350.00
MONROE CHURCH OF THE	
POLL LOCATION RENTAL FEES. 8.8.23	\$150.00

Account / Vendor / Description	Amount
MONROE CHURCH OF THE Total	\$150.00
ROBERT HALF INTERNAT	
TEMP AGENCY W-E 10.13.2023	\$3,486.20
TEMP AGENCY W-E 10.20.23.	\$1,704.38
ROBERT HALF INTERNAT Total	\$5,190.58
SECURITY LOCK COMPAN	
LOCK SERVICE 10.6.2023	\$129.00
SECURITY LOCK COMPAN Total	\$129.00
536000 - OTHER CONTRACT SVCS Total	\$5,819.58
Grand Total	\$33,249.23

Chairman Cloud presented Document 2, the minutes of the October 16, 2023, meeting. Member penska moved to approve October 16, 2023, meeting minutes on Document 2; seconded by Chairman Cloud. Roll Call:

Chairman Cloud yea
Member penska yea
Member Hall absent
Member Wunnenberg abstain
Majority in favor; motion carried.

Chairman Cloud presented Document 3, the minutes of the November 7, 2023, meeting minutes. Member penska moved to approve November 7, 2023, meeting minutes on Document 3; seconded by Member Wunnenberg. Roll Call:

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

Director Unzicker acknowledged receipt of the following directives:

Director Unzicker stated there are no advisories or memorandums.

Under New Business, Director Unzicker presented Document 4, Validate and Invalidate Provisional Ballots Cast in the November 7, 2023, General Election. Director Unzicker stated there are a total of 1,818 provisional ballots and two ballots for board discretion due to birthdate discrepancies. All board members reviewed the two provisional ballots in question. Member penska made a motion to approve the two ballots; seconded by Member Wunnenberg. Roll Call:

Chairman Cloud	yea
Member penska	yea
Member Hall	absent
Member Wunnenberg	yea

All in favor; motion carried.

Member Wunnenberg made a motion to invalidate the 522 invalid ballots as listed in Document 4; 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 made a motion to approve the 1,296 valid provisional ballots, which includes the two ballots for board discretion due to birthday discrepancies; seconded by Member penska. Roll Call:

Chairman Cloud	yea
Member penska	yea
Member Hall	absent
Member Wunnenberg	yea

All in favor; motion carried.

Requirements according to Directive 2023-19

Printed name, valid signature, date of birth, voter's statement that they have shown photo identification to the election official or completed an affidavit of religious objection, current address and cast ballot in correct polling location

Total Provisional Ballots – 1,818

Board Discretion

If the affirmation statement contains the voter's date of birth but the month and day are different from the month and day in the Statewide Voter Registration Database, the board must reject the provisional ballot unless: 1) the voter's date of birth in the database is 1/1/1800; or 2) the board of elections finds by a vote of at least three of its members that the voter has met all of the other requirements of RC 3505.183(B)(3).

Total – 2

Board Discretion Invalid
Board Discretion Valid 2

Invalid

Reason	Count
Not Registered	260
Identification	212
Wrong Precinct	14
Signature	24
Second Vote	8
Date of Birth	2
Incomplete	1
No Ballot	1
Total	522
Board Discretion Invalid (Write total invalid number from Board discretion section above)	<u>0</u>
Total Invalid	522

Recommended Motion:

Invalidate 522 ballots not to be included in the official canvass

Valid

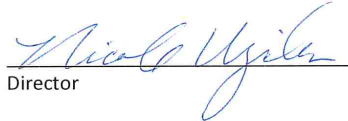
Reason	Count
Valid	1,294
Total	1,294
Board Discretion Valid (Write total valid number from Board discretion section above)	<u>2</u>
Total Valid	1,296

Recommended Motion:

Accept 1,296 ballots to be included in the official canvass

Director Certification

The Director and Deputy Director verified on a bipartisan basis that the provisional ballots cast in the November 7, 2023, General Election have been reviewed and the eligibility of each ballot is summarized above on this document in accordance with Ohio Secretary of State Directive 2023-19.


Director


Deputy Director

Member penska moved to go into recess; seconded by Member Wunnenberg. Roll Call:

Chairman Cloud yea
Member penska yea
Member Hall absent
Member Wunnenberg yea

All in favor; motion carried.

At 1:23 p.m. Chairman Cloud stated the board is back in session.

Roll call was taken, and present were Chairman Frank Cloud, Member mariann penska, Member Todd Hall, Member Chris Wunnenberg III.

Deputy Director Corbin presented Document 5, the Post-Election Audit Criteria. Deputy Director Corbin stated the following races will be audited: State Issue 1, State Issue 2, and Butler County Educational Service Center. Deputy Director Corbin asked the Board Members to make a motion to conduct the audit by tabulators as listed in Document 5. Deputy Director Corbin stated the selection of tabulators will take place Tuesday, November 28, 2023, at 9:00 a.m. and the audit will be conducted on Monday, December 4, 2023, at 9:00 a.m. If a recount is declared, then the audit will be conducted on Monday, December 11, 2023, at 9:00 a.m.

Member penska moved to select the Post-Election Audit Criteria as listed in Document 5; seconded by Member Hall. Roll Call:

Chairman Cloud	yea
Member penska	yea
Member Hall	yea
Member Wunnenberg	yea

Director Unzicker presented Document 6, Candidates to be Certified to the March 19, 2024, Primary Election. Director Unzicker stated the candidates have met the statutory requirements to appear on the ballot. Member penska moved to certify the candidates as listed on Document 6; seconded by Member Wunnenberg. Roll Call:

Chairman Cloud	yea
Member penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Candidate

The following candidates have met the statutory requirements.

Certified MY 11-20-23
Admin. Sign & Date

State Senator (4th District)

- Mark D. Morgan - Republican

County Commissioner (Full term commencing 01/03/2025)

- Donald Dixon - Republican

Sheriff

- Richard K. Jones - Republican

County Recorder

- Danny N. Crank - Republican

County Treasurer

- Michael McNamara - Republican

Deputy Director Corbin presented Document 7, RC-2 Certificate of Records Disposal that lists eligible records for destruction. Member Hall moved to approve the RC-2 Certificate of Records Disposal on Document 7; seconded by Member Wunnenberg. Roll Call:

Chairman Cloud	yea
Member penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Deputy Director Corbin presented Document 8, Butler County Board of Elections Electronic Pollbook Analysis. Deputy Director Corbin stated Director Unzicker and himself met with County Administrator Judi Boyko to review the cost and purchase of new electronic pollbooks. Deputy Director Corbin explained the state will reimburse eighty-five percent of the total purchase price or the full amount allocated to the county, whichever is less.

Member Hall made a motion to authorize Director Unzicker and Deputy Director Corbin to purchase electronic pollbooks from Tenex Software Solutions not to exceed \$299,600.00 with

the understanding the Ohio Secretary of State will reimburse the Board of Elections in the amount of \$238,866.00; seconded by Member penska. Roll Call:

Chairman Cloud	yea
Member penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Director Unzicker presented Document 9, Approve Public Comment Policy. Director Unzicker stated the document outlines the guidelines for the public or visitors during regular board meetings. Director Unzicker confirmed the county Prosecutor's office reviewed and approved the document. Chairman Cloud stated the regular board meetings agenda will need to include a line item. Member penska moved to approve the Public Comment Policy as listed in Document 7; seconded by Member Wunnenberg. Roll Call:

Chairman Cloud	yea
Member penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Director Unzicker presented Document 10, 2023 Updated Board Meeting Schedule. Director Unzicker stated an additional meeting is scheduled for December 18, 2023, in the event a recount is declared for the November 7, 2023, General Election.

Member Hall moved to go into Executive Session to discuss personnel according to O.R.C. 121.22(G)(1) at 1:50 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.

Member penska moved to go into Executive Session to discuss security according to O.R.C. 121.22(G)(6) at 1:50 p.m.; seconded by Member Hall. Roll Call:

Chairman Cloud	yea
Member penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

At 2:48 p.m. Chairman Cloud stated the Board is back in session.

Roll call was taken, and present were Chairman Frank Cloud, Member mariann penska, Member Todd Hall.

Under Old Business, Director Unzicker stated that she and Deputy Director Corbin visited the Fairfield Greens Polling Location to address Member penska's concerns regarding the layout, and the check-in station area at the location. She explained the location uses a partition wall, which is why the check-in stations are placed in the hallway. Director Unzicker stated that she and Deputy Director Corbin spoke with contact person for Fairfield Greens, and they have agreed to allow the Board of Elections to utilize the whole room for future elections.

With no further business, Chairman Cloud moved to adjourn the meeting; seconded by Member penska. Roll call:

Chairman Cloud	yea
Member penska	yea
Member Hall	yea
Member Wunnenberg	absent

All in favor; motion carried.

The meeting was adjourned at approximately 2:54 p.m.

Frank Cloud, Chairman

Nicole Unzicker, Director

Todd Hall, Member

Chris Wunnenberg III, Member

mariann penska, Member