

Butler County Board of Elections Board Meeting Minutes August 20, 2018

The Butler County Board of Elections met on Monday, August 20, 2018, 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, Deputy Director Eric Corbin, Poll Worker Administrator Melissa Trotta, Secretary of State Regional Liaison Beth Hamad and Journal News Reporter Michael Pittman.

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


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

All in favor; motion carried.

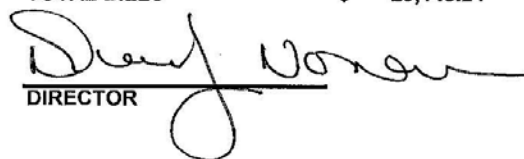
BILLS August 20, 2018		
0100-5460-520000	Office supplies	\$ 736.24
0100-5460-521000	Postage	\$ 1,958.74
0100-5460-525100	Software/ Hardware Equipment	\$ 1,531.57
0100-5460-529000	Other mat'l & supplies	\$ 193.38
0100-5460-530000	Maint & repair - equipment	\$ 432.18
0100-5460-530075	Technology support	\$ 17,115.97
0100-5460-530310	Rental/lease - equip & vehicles	\$ 1,722.00
0100-5460-530500	Travel & training	\$ 2,411.79
0100-5460-536000	Contract services	\$ 3,046.37

TOTAL BILLS \$ 29,148.24

PAID FROM THE GENERAL FUND



CHAIRMAN



DIRECTOR

BILLS
August 20, 2018

OFFICE SUPPLIES (520000)

Ellenberg, Kim		
Coffee supplies	\$	29.44
Hathaway Stamps		
Eric Corbin, name plate	\$	26.95
Office Depot Inc		
Office supplies	\$	27.24
Office supplies	\$	7.47
Office supplies	\$	93.88
Office supplies	\$	2.49
Office supplies	\$	9.48
Office supplies	\$	139.99
Office supplies	\$	36.99
Office supplies	\$	102.35
Total Pro Source		
Toner Supplies	\$	259.96
TOTAL OFFICE SUPPLIES (520000)	\$	736.24

POSTAGE (521000)

Barrett Brothers		
11,921 NCOA pre-paid postage	\$	1,895.44
Fedex		
June shipment	\$	38.09
July shipment	\$	25.21
TOTAL POSTAGE (521000)	\$	1,958.74

RENTAL/LEASE - EQUIP & VEHICLES (530310)

Pitney Bowes	
Maintenance and lease, meter equipment 4/30/18-07/29/18	\$ 1,722.00
TOTAL RENTAL/LEASE - EQUIP & VEHICLES (530310)	\$ 1,722.00

TRAVEL & TRAINING (530500)

Andrews, Joe	
Meals, Put-in-bay DIMS conference, 6/11-6/13	\$ 117.30
Clendenin, Erin	
Mileages, SOS conference in Columbus, OH, 6/19/18	\$ 102.00
Cloud, Frank	
Meals/mileages, SOS conference in Columbus, OH 6/18-6/19	\$ 178.50
Hall, Todd	
Meals/mileages, SOS conference in Columbus, OH 6/18-6/19	\$ 178.50
Noonan, Diane	
Meals/mileages, SOS conference in Columbus, OH 6/18-6/19	\$ 178.70
Meals/mileages, DIMS conference in Put-In-Bay, OH 6/11/18-6/13/18	\$ 423.80
Penska, Mariann	
Mileages, SOS conference in Columbus, OH, 6/19/18	\$ 102.00
Robinson, Kateland	
Public record training, Wilmington OH 6/8/18	\$ 57.12
Smith, Mickey	
Meals, SOS conference in Columbus, OH 6/18-6/19	\$ 76.70
Meals/transport DIMS conference in Put-In-Bay, OH 6/11/18-6/13/18	\$ 269.55
US Bank	
Hotel, DIMS conference in Put-In-Bay, Ohio, 6/11-6/12	\$ 380.64
Hotel, SOS conference in Columbus, Ohio, 6/18/18	\$ 244.98
Wunnenberg, Chris	
Mileages, SOS conference in Columbus, OH, 6/19/18	\$ 102.00
TOTAL TRAVEL & TRAINING (530500)	\$ 2,411.79

OTHER CONTRACT SERVICES (536000)

Frontier Communications

Foreign listing, June 2018 \$ 6.00
Foreign listing, July 2018 \$ 6.00

Millennium Business Systems

Flex copies, June 2018 \$ 104.82
Flex copies, July 2018 \$ 27.19

Verizon Wireless

Wireless service 4/9/18-7/8/18 \$ 2,902.36

TOTAL OTHER CONTRACT SERVICES (536000) \$ 3,046.37

Deputy Director Corbin acknowledged receipt of the following directives: 2018-23, Nomination and Verification of Nominating Petitions from Statewide Candidates of Newly Formed Minor Political Party, 2018-24, Mandatory Training for Precinct Elections Officials, 2018-25, Unofficial and Official Canvasses of the August 7, 2018 Special Congressional General Election for the 12th Congressional District (not applicable to Butler County), 2018-26, Provisional Ballots Cast by Voters Cancelled Since 2011 Under Ohio's Supplemental Process (not applicable to Butler County), and 2018-27, Instructions Regarding the Review, Examination, and Verification of the Supplementary Part-Petitions Proposing a Constitutional Amendment.

Deputy Director Corbin presented Document 2, Candidates to be Certified to the November 6, 2018 General Election. Member Wunnenberg moved to certify the candidates in Document 2 to the November 6, 2018 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 8/20/18
Admin. Sign & Date

Butler County Board of Elections
November 6, 2018 General Election
Candidates
August 20, 2018

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

Judge of the County Court – Full term commencing 1/1/2019

- Kevin C. McDonough

Judge of the County Court – Full term commencing 1/2/2019

- Robert H. Lyons

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Document 2

Deputy Director Corbin presented Document 3 (updated), Issues to be Certified to the November 6, 2018 General Election. He explained Document 3 was updated due to the City of Middletown Charter Amendments being moved to Document 4 (updated), Issues in Question. Assistant Prosecutor Mary Anne Nardiello informed the Directors that the resolution was not passed within the statutory requirement of 60 to 120 days before the election. He said the office is going to contact the Secretary of State about this issue for advice. Deputy Director Corbin said the City of Middletown has a meeting on Tuesday, August 21, 2018 where they can repass the resolutions and refile before the deadline.

Deputy Director Corbin said, Fine Wine and Spirits a Sunday Sales Local Option has inconsistencies in the filed paperwork. He explained that Assistant Prosecutor Mary Anne Nardiello wanted the Members of the Board to be aware the inconsistencies. The name of the business had changed between the start of the filing and the time the petitions were filed with the Board of Elections. He explained the business name was listed on all of the petitions, the corporation name was listed on the Affidavit of Local Option Petitioner form (5-N). However, Assistant Prosecutor Mary Anne Nardiello did not feel the petitioner misled the voters who signed the petitions because the petitions included the “doing business as” name which voters would recognize. Chairman Cloud inquired about the four Particular Location Sunday Sales

Petitioners in question in Document 4. Deputy Director Corbin stated Trenton Veer, Incorporation and Tazikis Mediterranean Café did not meet the statutory signature requirements and that Happy Hour House and The Swire Inn did not complete the petition forms sufficiently. The petition requires a specific time of ten a.m. to midnight or eleven a.m. to midnight to be listed, and both petitioners provided invalid times that are not valid in the statute.

Member Wunnenberg moved to certify the issues in Document 3 (updated), to the November 6, 2018 General Election pending the Secretary of State and Prosecutor's approval; seconded by Member Penska. Chairman Cloud questioned if the Board should wait to certify the issues. Deputy Director Corbin said, the practice has been to certify the issues pending Secretary of State and Prosecutor's approval. With no further discussion; Roll Call:

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

Certified WJ 8/20/18
Admin. Sign & Date

Butler County Board of Elections
November 6, 2018 General Election
Board Certification
Issues
August 20, 2018

Issues

**Butler County Educational Service Center – School Financing District
– Additional – 1.5 mills – 10 years**

- 129 precincts

Ross Local School District – 0.50% Income Tax – CPT

- 18 precincts

**City of Hamilton Charter Amendment- Revising candidate petition &
filing deadline requirements**

- 42 precincts

Village of Millville – Additional – Fire –2.75 mills – 5 years

- 2 precincts

Ross Township- Police (Replacement/Increase) – 3.75 mills – 5 yrs.

- 6 precincts

St. Clair Township- Fire District #1 (Renewal) – 0.75 mill – 5 yrs.

- 4 precincts

St. Clair Township- Fire District #2 EMT (Renewal) – 0.5 mill – 5 yrs.

- 5 Precincts

Wayne Township – Fire District #1 & #2 (Additional) – 3 mills – CPT

- 5 Precincts

Land of Illusion (Particular Location Sunday Sales)

- Madison1

Froggys (Particular Location Sunday Sales)

- Monroe8

08/20/2018 8:06 AM

Casey's General Store #3668 (Particular Location Sunday Sales)

- Trenton8

Fine Wines & Spirits (Particular Location Sunday Sales)

- WC34

08/20/2018 8:06 AM

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Document 3 (Updated)

Deputy Director Corbin presented Document 4 Issues (updated), in Question for the November 6, 2018 General Election, Member Penska moved to not certify the Issues in Question in Document 4 to the November 6, 2018 General Election; seconded by Member Wunnenberg.

Roll Call:

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

All in favor; motion carried.

Certified My 8/20/18
Admin. Sign & Date

Butler County Board of Elections
November 6, 2018 General Election
Board Certification
Issues in Question
August 20, 2018

Issues in Question

City of Middletown Charter Amendment #1: Removing all references to wards and elections by wards

- 36 precincts
 - Overlaps with Warren County
- Ordinance calls for amendment to be voted in an election more than 120 days since passage in violation of Article XVIII, Section 8 of the Ohio Constitution.

_____ Certified ✓ _____ Not Certified

City of Middletown Charter Amendment #2: Allowing Annual Report to be kept electronically

- 36 precincts
 - Overlaps with Warren County
- Ordinance calls for amendment to be voted in an election more than 120 days since passage in violation of Article XVIII, Section 8 of the Ohio Constitution.

_____ Certified _____ Not Certified

City of Middletown Charter Amendment #3: Eliminating City Council's advice/consent to appointment/removal of employees

- 36 precincts
 - Overlaps with Warren County
- Ordinance calls for amendment to be voted in an election more than 120 days since passage in violation of Article XVIII, Section 8 of the Ohio Constitution.

_____ Certified ✓ _____ Not Certified

Deputy Director Corbin presented Document 5, the Allocation of Voting Units and Polling Locations for the November 6, 2018 General Election. He said, Database Administrator Joe Andrews allocated one machine for every 165 active and inactive voters, after removing an estimated ten percent turnout of early voting from the total. The numbers are based on active and inactive voters, therefor the number of machines is higher than required. Member Penska moved to approve the Allocattion of Voting Units and Polling Locations in Document 5 for the November 6, 2018 General Election; seconded by Member Wunnenberg. Member Penska asked if any of the polling locations have changed since the May 8, 2018 Primary Election. Database Administrator Joe Andrews joined the meeting and stated no polling locations have changed since the May 8, 2018 Primary Election. Roll Call:

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

Deputy Director Corbin presented Document 6, Selection of Prime III Remote Ballot Marketing System Vendor which is required by the Secretary of State to be in place by September 1, 2018. He asked the Members of the Board to approve the selection of Prime III Remote Ballot Marketing System and to approve a one time payment of \$13,800.00 to the University of Florida Research Foundation Corporation. He said the Board of Elections received a grant in the amount of \$19,714.11 from the Secretary of State's office. He said the vendor is using data from the May 8, 2018 Primary Election to test the system. Member Penska asked if the system will be in place and tested by September 1, 2018. Deputy Director Corbin stated the system will be tested and placed by then. Member Wunnenberg moved to approve the Prime III Remote Ballot Marking System in Document 6; seconded by Member Penska. Roll Call:

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

All in favor; motion carried.

Deputy Director Corbin presented Document 7, for approval to purchase ballot mailing envelopes. Member Penska moved to approve the cost of the purchasing of the absentee ballot envelopes in the amount of \$3,025.00 dollars from Barrett Brothers; seconded by Member Wunnenberg. Roll Call:

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

All in favor; motion carried.

Under the Deputy Director report Deputy Director Corbin said poll worker recruitment is going well, there is still a need for about 400-500 poll workers. He said this is average for this point in time of the recruitment process. The Board of Elections requires a total of 1,200 workers, but trains 1,600 workers for backup, in case poll workers cancel.

Deputy Director Corbin said team building day went well with the Warren County Board of Elections staff.

Deputy Director Corbin stated Data Administrator Jay Klein, Director Diane Noonan and himself attended a Cybersecurity Tabletop Exercise provided by the Secretary of State. In the simulation exercise each person had different rolls as employees of the Board to practice communication skills for a variety of scenarios. He said we are working towards being in compliance with the Cybersecurity Directive 2018-15, and for the website to have encryption so that the site is not flagged by browsers as unsecure. We have received the paperwork from the County IT Department to be submitted to the Department of Homeland Security to scan our network. Database Administrator Joe Andrews is working on the CyberSecurity Playbook which is due October 15, 2018.

Deputy Director Corbin stated the part-time employees for the November 6, 2018 General Election will start on Tuesday, September 4, 2018. He said the Supplemental National Change of Address Notifications have been mailed out and majority of the notices have been returned or are undeliverable. He said the Record Center cannot move the Board of Elections records to our office until an approval is received from Manager of County Archives Rhonda Freeze and County Administrator Charles Young.

Deputy Director Corbin gave an update about the 49 ballots that were returned without a post-mark during the May 8, 2018 Primary Election. The Post Office received complaints from other counties with the same issue. The post office has a new internal procedure to separate all ballots when being processed through the mail stream.

With no further business, Member Wunnenberg moved to adjourn the meeting; seconded by Member Penska. 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 9:31 a.m.

ABSENT

Frank Cloud, Chairman

Diane Noonan, Director

ABSENT

Todd Hall, Member

Chris Wunnenberg III, Member

Mariann Penska, Member