

**Minutes**  
**Athens County Board of Elections**  
**Regular Meeting**  
**December 27, 2023, 3:30 pm**

The Athens County Board of Elections met on December 27, 2023 at 3:30 pm at the board office. The meeting was called to order by Board Chair Pettey, Roll Call – Aundrea S. Carpenter-Colvin, Gary Van Meter, Sky Pettey and Kate McGuckin all present. Also present at the meeting: Director Debra Quivey, Deputy Director Tony Brooks, Debbie Perry and Assistant Prosecutor Zach West.

Mr. Pettey led the pledge.

Motion 2023:12:03

Mrs. Carpenter-Colvin moved, seconded by Mr. Van Meter that the minutes for October 13, November 7, November 15, November 21 and November 28, 2023 be approved by the Board as presented. Motion passed unanimously.

Deputy Director Brooks provided a final update for the 2023 budget and bills.

Motion 2023:12:04 (Attachment 1)

Ms. McGuckin moved, seconded by Mr. Van Meter that bills from October 14, 2023 to December 31, 2023 be approved as presented by Deputy Director Brooks. Voting: Mrs. Carpenter-Colvin – Yes, Mr. Van Meter – Yes, Mr. Pettey – Yes and Ms. McGuckin – Yes

Motion 2023:12:05

Ms. McGuckin moved, seconded by Mrs. Carpenter-Colvin to go into Executive Session regarding conferring with an attorney about a dispute involving the board that is the subject of a pending or imminent court action (ORC 121.22 (G)(3)) with Assistant Prosecutor Zach West, Director Debra Quivey and Deputy Director Brooks. Voting: Ms. McGuckin – Yes, Mrs. Carpenter-Colvin – Yes, Mr. Van Meter – Yes, Mr. Pettey – Yes.

The Board entered into Executive Session at 3:42 pm.

The Board came out of Executive Session at 3:50 pm.

Motion 2023:12:06

Ms. McGuckin moved, seconded by Mr. Van Meter to reject and not certify the 1<sup>st</sup> candidate petition of Amy Renner for County Commissioner for the March 2024 ballot due to a fatal error of invalid office term begin date and 2<sup>nd</sup> candidate petition of Amy Renner for County Commissioner for the March 2024 ballot due to being prohibited by statute per legal councils advise. Motion passed unanimously.

Motion 2023:12:07

Mr. Van Meter moved, seconded by Ms. McGuckin to accept and certify the candidate petition of Charlie R. Atkins for County Commissioner for the March 2024 ballot. Motion passed unanimously.

Motion 2023:12:08

Mrs. Carpenter-Colvin moved, seconded by Ms. McGuckin to accept and certify the candidate petition of Chris Chmiel for County Commissioner for the March 2024 ballot. Motion passed unanimously.

Motion 2023:12:09

Ms. McGuckin moved, seconded by Mr. Van Meter to accept and certify the candidate petition of Keller J. Blackburn for County Prosecutor for the March 2024 ballot. Motion passed unanimously.

Motion 2023:12:10

Mrs. Carpenter-Colvin moved, seconded by Mr. Van Meter to accept and certify the candidate petition of Candy S. Russell for County Common Pleas Court Clerk for the March 2024 ballot. Motion passed unanimously.

Motion 2023:12:11

Ms. McGuckin moved, seconded by Mrs. Carpenter-Colvin to accept and certify the candidate petition of Rodney Smith for County Sheriff for the March 2024 ballot. Motion passed unanimously.

Motion 2023:12:12

Mrs. Carpenter-Colvin moved, seconded by Mr. Van Meter to accept and certify the candidate petition of Jessica Markins for County Recorder for the March 2024 ballot. Motion passed unanimously.

Motion 2023:12:13

Ms. McGuckin moved, seconded by Mr. Van Meter to accept and certify the candidate petition of Beth Clodfelter for County Treasurer for the March 2024 ballot. Motion passed unanimously.

Motion 2023:12:14

Mr. Van Meter moved, seconded by Mrs. Carpenter-Colvin to accept and certify the candidate petition of Taylor Sappington for County Treasurer for the March 2024 ballot. Motion passed unanimously.

Motion 2023:12:15

Ms. McGuckin moved, seconded by Mrs. Carpenter-Colvin to accept and certify the candidate petition of Jeff Maiden for County Engineer for the March 2024 ballot. Motion passed unanimously.

Motion 2023:12:16

Mrs. Carpenter-Colvin moved, seconded by Mr. Van Meter to accept and certify the chargebacks for the November 2023 General Election. Motion passed unanimously.

Motion 2023:12:17

Mrs. Carpenter-Colvin moved, seconded by Mr. Pettey to accept and sign the updated Cyber Incident Response Plan as presented by Deputy Director Brooks. Motion passed unanimously.

Motion 2023:12:18

Mr. Van Meter moved, seconded by Mrs. Carpenter-Colvin to accept and sign the 2024 Elections Administration Plan as presented by Director Quivey and Deputy Director Brooks. Motion passed unanimously.

Deputy Director Brooks provided a reminder that 2024 OAEO Winter Conference is January 9<sup>th</sup> to January 12<sup>th</sup> 2024. All reservations have been made and everyone is booked for conference and classes that they requested.

Motion 2023:12:19

Mrs. Carpenter-Colvin moved, seconded by Mr. Van Meter to allow the office staff to have 5 paid vacation days to use between today and December 31, 2023 at the discretion of the Director and Deputy Director and the office would remain open for the Holiday season. Motion passed unanimously.


Deputy Director Brooks provided a reminder that we will pick precincts for the Audit at the Official Count meeting and that December 20<sup>th</sup>, 2023 is the filing deadline for the 2024 Primary Election.

Deputy Director Brooks also gave an update on the 2024 budget hearing that was reviewed with the commissioners.

Motion 2023:12:20

Ms. McGuckin ~~Meter~~ moved, seconded by Mrs. Carpenter-Colvin to adjourn. Motion passed unanimously.

  
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Director

  
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Chair

Attachment 1 - Motions 2023:12:04

**Expenses Paid Between October 14, 2023 and December 31, 2023**

Glacier Mt. Bottled Water	Monthly Water	\$15.00
Election Systems and Software	Site Support - Programming, ReProgramming	\$5,925.00
ADT Commercial	Monthly Access Control	\$153.74
Hocking Valley Bank	Monthly Security	\$64.47
Spectrum/Time Warner Cable	Monthly Cable	\$103.49
Triad Governmental Systems	Remote Ballot Marking File Conversion	\$1,057.00
Glacier Mt. Bottled Water	Monthly Water	\$15.00
ADT Commercial	Monthly Access Control	\$153.74
Hocking Valley Bank	Monthly Security	\$64.47
Election Systems and Software	Epollbook Setup	\$2,173.91
Election Systems and Software	Recoding & L&A Testing	\$1,975.00
First Presbyterian Church	Location Rental	\$350.00
Shred-it	Office Shredding	\$154.85
Glacier Mt. Bottled Water	Monthly Water	\$34.50
Election Systems and Software	Site Support - Election Day	\$5,475.00
Election Systems and Software	Site Support - Official	\$1,975.00
Hocking Valley Bank	Gas & Food for 23 General	\$1,358.88
Menards	Lumber and Supplies for Office Updates	\$2,560.84
Optimum Decisions	Asset Tracking for Office Equipment	\$20,000.00
Election Systems and Software	Replacement Power Adapter	\$114.59
Chase	Safety Deposit Box Rental	\$50.00
ADT Commercial	Monthly Access Control	\$153.74
Optimum Decisions	USB Network Adapters	\$105.00
Glacier Mt. Bottled Water	Monthly Water	\$15.00
Amazon	Planners, PaperClips, Binder Clips	\$40.19
Quill	Dry Erase Supplies	\$9.63

Amazon	Rubber Mallets & Sanitizing Spray	\$42.04
Amazon	Calendars	\$9.99
Intab, Inc.	Green Locks for Equipment	\$84.47
Ohio University	Signs for 2023 General	\$1,145.86
Amazon	Toner for Printers	\$82.50
Amazon	Toner for Printers	\$1,152.27
Amazon	Sticky Notes & Sorter Strip	\$56.27
Graphic Village	Absentee Printing	\$306.81
Amazon	Supplies	\$171.72
Amazon	Supplies	\$3,899.86
Amazon	Supplies	\$823.24
Quill	Paper	\$619.80
Amazon	Pens & Toner	\$1,462.28
Amazon	Flashlights for Polling Locations	\$39.98
Amazon	Dry Erase Markers	\$65.00
Amazon	Labels	\$237.84
Minuteman Press	Card & Envelopes	\$138.25
Tony L. Brooks II	Reimbursement for Extra on Cabinet Order	\$35.00
Election Systems and Software	Repairs on 2 E-Pollbooks	\$541.85
Quadient	Meter Rental & Maintenance	\$294.00
Triad Governmental Systems	Ballot Box Camera Recording	\$1,200.00
Elections Systems and Software	Election Day and Provisional Ballots	\$3,971.64
Spectrum/Time Warner	Monthly Cable	\$103.45
Mascot Metropolitan, Inc.	Provisional Bags	\$267.01
Amazon	Pens & Toner	\$2,676.65
Optimum Decisions	New VTTS Server	\$4,207.45
Optimum Decisions	Asset Tracking for Office Equipment	\$1,709.00

Uline	Tote Picking Cart & Shelf Liners	\$841.44
Tammy Skinner	Food for Poll School	\$87.78
Tammy Skinner	Food for Poll School	\$29.43
Christ Community Wesleyan Church	Location Rental	\$100.00
The Village Church	Location: Rental	\$100.00
HVB Cardmember Services	Food for Election	\$42.70
Waterloo Community Senior Center	Location Rental	\$100.00
Election Systems and Software	BOD Setup	\$1,232.20
Floor and Moore	Office Flooring	\$6,704.79
Intab, LLC	Locks for Machines & Bags	\$157.93
Advanced Painting	Office Wall Painting	\$7,170.00
Ohio University	Trucks & Labor for Election	\$2,772.00
APG Media, LLC	Voter Reg Ad - 2023 General	\$1,009.38
Triad GSI	Backup Signature Lists	\$415.28
Minuteman Press	10 X 13 Peel and Seal Envelopes	\$248.00
APG Media, LLC	Legal Ads	\$783.50
Elections Systems and Software	Test Ballots	\$107.88
Elections Systems and Software	Test Ballots - 2nd	\$107.88
Elections Systems and Software	Election Day and Provisional Ballots	\$8,292.54
Minuteman Press	Envelopes & Paper	\$2,289.00
APG Media, LLC	Legal Ads	\$769.50
Optimum Decisions	Balotat Laptops	\$3,733.73
Tony L. Brooks II	Parking Cards for Temp Workers	\$400.00
Ohio Assoc Of Election Officials	Conference Registration	\$1,600.00
Mascot Metropolitan, Inc	Provisional Bags	\$1,780.28
Ohio Assoc Of Election Officials	OREO Classes - 8	\$880.00
Menards	Lumber and Supplies for Office Updates	\$757.87

Debra Quivey	Basket and Fabric for Raffle OAEO Conference	\$44.56
Optimum Decisions	2023 Items to meet Security Directive	\$6,475.00
Various	County Worker Pollworker Pay - 23 General	\$24,418.57
Various	Pollworker Pay - 23 General	\$40,058.39
<b>Total</b>		<b>\$182,951.90</b>