

The regular monthly meeting of the Erie County Board of Elections was called to order by Board Member William Monaghan on Friday, June 25, 2021 at 9:00 a.m.

<b>Roll Call:</b>	<b>(D) Thomas M. Ferrell, Chairman</b>	<b>Absent (excused)</b>
	<b>(D) William J. Monaghan, Member</b>	<b>Present</b>
	<b>(R) Nicholas J. Smith, Member</b>	<b>Present</b>
	<b>(R) Jeffrey N. Krabill, Member</b>	<b>Present</b>

**Guests in attendance: Amy Grubbe, Mary Ann Groot**

**Motion to approve the board meeting minutes from May 17, May 19, and June 3 was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.**

**Motion to pay the bills was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.**

**Next on the agenda was the summary of the summer conference. Ms. Salyers stated that the first day consisted of a tabletop exercise where SOS staff presented various problem scenarios and asked conference goers how they would handle the situation. Ms. Salyers stated that she learned a lot from this exercise. Adrienne James, Deputy Director, stated that the rest of the conference consisted of panels on various topics such as recruiting poll workers, working with county commissioners and county prosecutors, and preparing ballot language.**

**Ms. Salyers stated that one panel she found interesting was the one on working with your county commissioners. The panel consisted of BOE employees and commissioners from several Ohio counties. The commissioners from other counties did not really understand what Boards of Elections do. They, like the public, think BOEs work “only two days out the year.” Ms. Salyers said it was interesting to hear their stories and how they worked things out. She also stated that maybe we can foster some sort of relationship with the commissioners and others on the third floor. She said she was willing to go up and talk with them with a board member.**

**Mr. Smith stated that Ms. Salyers should be in communication with the commissioners all the time, and that she shouldn't need a board member to talk with them. Ms. Salyers responded that she wasn't sure what she was allowed to say. Maybe if one of the board members went up with her the first time, then she would feel more comfortable after that. Mr. Krabill stated don't wait to talk to the third floor until you have a need. He said to be friendly and get to know them. You need to develop the relationship more broadly than just crisis management.**

**Next, Ms. James talked about speeding up the absentee voting process. She stated that staff would still like to purchase the topaz signature pads, but that unfortunately, there were no signature pads to try at the vendor fair portion of the conference. She also talked about getting rid of the laptops for early voting, and putting the laptop programs on our already existing computers. Both she and Eliza Link, clerk, feel this would speed up the early voting process significantly. Dustin from Balotar came out to look at the laptops, and he estimated that with time, travel, and labor, it would cost \$850.**

**Mr. Krabill stated he thinks it's money well spent. Mr. Smith asked if there was money in the budget for this. Ms. Salyers referred the board members to the handout she gave them, which shows how much money is left in each account currently. Mr. Smith stated that we need to know our projected numbers for the rest of year, so that we know if we will come in under or over budget.**

Ms. Salyers stated that we should be getting some money back from chargebacks. She also stated that currently, we do not have enough money to pay for poll workers. The reason for this is that she had been paying vendors such as ES&S and Triad out of the contract services account. However, Tammy at the Auditor's office informed her that the previous director only used contract services to pay poll workers. Now that Ms. Salyers knows this, she has started paying vendors such as ES&S and Triad out of the software maintenance and support. However, we will still need more money in contract services to pay poll workers this November.

Mr. Monaghan suggested going upstairs to talk to Melissa to see if we can move some money around. Mr. Krabill suggested that some of the chargeback money could go into contract services, and asked Ms. Salyers how much she was anticipating. Ms. Salyers responded approximately \$20,000. Mr. Monaghan mentioned how we have about \$35,000 left in repairs and maintenance. He, Mr. Krabill, and Ms. James agreed that some of that money could be moved into contract services as well.

Mr. Smith stated that we have contracts with all of our vendors, and asked when they are due. Ms. Salyers stated that it varies. For example, we just got the bill for Triad's annual maintenance and support, and that was \$16,580. Mr. Smith stated that with all this uncertainty, he just doesn't understand how we can talk about spending more money.

Mr. Krabill stated that he agrees with Mr. Smith. He asked the staff to get together and project the spending out for the rest of the year. He said to get that information to us before the next meeting, and then we'll make a decision on spending.

Mr. Smith stated, circling back, how old are the laptops? Ms. James stated two years old. Mr. Smith asked, And they're already that slow? Ms. Link responded that it's not that the laptops themselves are slow; it's that they slow down the absentee voting process. The age of the laptops has nothing to do with it. Staff members agreed, though, that they would still hold on to the laptops just in case.

Next on the agenda was the approval of petitions and issues received thus far for the November election. Ms. James stated that four people had submitted petitions for various township trustee positions. All four petitions were good and had more than enough valid signatures. The board took a few minutes to review the petitions.

Motion to approve the petition for Jim Lang, candidate for Perkins Township trustee, was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.

Motion to approve the petition for Edward Wimmer, candidate for Huron Township trustee, was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.

Motion to approve the petition for James Stewart, candidate for Oxford Township trustee, was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.

Motion to approve the petition for Jim Lang, candidate for Perkins Township trustee, was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.

Ms. James then showed the board members the paperwork that various subdivisions had submitted in order to place levies on the ballot this November.

Motion to approve the Erie County General Health District renewal levy, pending SOS approval, was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.

Motion to approve the Berlin Village operating expenses renewal levy, pending SOS approval, was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.

Motion to approve the Kelleys Island operating expenses renewal levy, pending SOS approval, was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.

**Motion to approve the Kelleys Island police department additional levy, pending SOS approval, was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.**

**Motion to approve the Kelleys Island fire and ems renewal and increase levy, pending SOS approval, was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.**

**Motion to approve the Berlin Township fire and ems renewal levy, pending SOS approval, was made by Mr. Krabill, seconded by Mr. Smith. Motion carried.**

**Next on the agenda was discussion of the dropbox. Ms. Salyers stated that she spoke with Diane Grosso of the SOS office regarding the placement of the dropbox. Ms. Grosso stated that she should speak with the ADA coordinator, Brett Harbage. Ms. Salyers took pictures of where the commissioners want us to put the box and where we want to put the box and sent them to Mr. Harbage. There are some concerns that where the commissioners want to put the box would not be ADA accessible.**

**Mr. Krabill stated we should let the SOS rule on this. Mr. Smith asked if Mr. Harbage could come and look at the proposed locations. Ms. James stated we could call him and ask. Mr. Krabill stated that if he comes up, we should invite someone from the third floor as well. Mr. Krabill also said that he would bring the box back to the office.**

**Next, Ms. Salyers talked about proposed updates to our policy book. She stated that our policy book is very lacking, and that she made some proposed revisions to it and put them in the board members' folders. One example is regarding the dress code. She stated that a lot of physical work is done in the office, and that no one wants to wear nice clothes for that. Mr. Smith stated that he would like Gery or Sue from the prosecutor's office to weigh in on the potential policy changes before discussing them at next month's meeting.**

**Next, Ms. Salyers spoke about the bill we received from the commissioners' office for legal fees. Someone sought outside counsel on whether or not the commissioners had to pay us overtime, and the commissioners wanted us to pay the bill for this counsel, which was over 800 dollars. Ms. Salyers told the commissioners that we would not pay for it without seeing the memorandum that the outside counsel produced. The commissioners never sent the memorandum, and instead just paid the legal fees themselves. Ms. Salyers stated she wanted the board members to be aware of this, and also wanted to make sure that none of the board members requested the memo themselves. The board stated that they did not.**

**Mr. Monaghan then asked if there were any other matters to come before the board. Ms. Salyers stated that the commissioners' office called her recently and said that they ran out of postage, and asked if they could use our machine. Ms. Salyers told them yes. They used \$1600 of our postage. Mr. Krabill said to bill them. Mr. Monaghan stated that Ms. Salyers should talk to Melissa upstairs about that.**

**Ms. Salyers then stated that the county is taking Friday, July 2 off in observance of Juneteenth. Mr. Smith asked if we had any obligations to the SOS office that would mean we have to be open that day. Staff said they were not aware of any. Motion to close the office July 2 as long as we don't have any obligations from the SOS office to be open was made by Mr. Smith, seconded by Mr. Krabill. Motion carried. Mr. Smith reminded staff to put on the website that we would be closed July 2 for Juneteenth, and closed July 5 for Independence Day.**

**Mr. Monaghan asked if there was anything else before the board went into executive session. Ms. Grubbe stated she had a couple of points. First, she finds it interesting that the county commissioners don't know anything this office does considering they trashed her in a letter to the SOS office several years ago. Second, Ms. Grubbe suggested that a work-study be done with H.R.**

Next, Ms. Grubbe made some comments about the dropbox. She stated that the auditor's website has pictures of the surrounding areas, and that Mr. Harbage could look at those. She also stated that she requested a traffic report of how many cars go by in the area. She then stated that she has not yet received all the information on the price difference between putting the box at the east end versus the north end. She said that the voters want to get this done right, and they want it done before October 1.

Lastly, Ms. Grubbe reminded the board members that if they're going to go into executive session, they need to open the door once they come out of executive session.

Motion to go into executive session for personnel matters and security matters was made by Mr. Krabill, seconded by Mr. Smith. A roll call vote was taken.

Mr. Ferrell- absent (excused)

Mr. Monaghan- yes

Mr. Smith- yes

Mr. Krabill- yes

Motion carried. Board went into executive session at 10:00 a.m.

Motion to come out of executive session and go back into regular session was made by Mr. Krabill, seconded by Mr. Smith. Motion carried. Board returned to regular session at 10:20 a.m.

Motion to adjourn was made by Mr. Krabill, seconded by Mr. Smith. Motion carried. Board adjourned at 10:21 a.m.

Lori J. Salyers, Director

Attest:

---

Thomas M. Ferrell, Chairman