

RICHLAND COUNTY BOARD OF ELECTIONS REGULAR MEETING MINUTES 07-07-2020

Chairman Bill Freytag called the meeting to order in the Lower Level Classroom at the Longview Center at 3:00 P.M. on Tuesday July 7th, 2020. The Roll Call was as follows: Bill Freytag, present, Joseph H. Mudra, present, Lydia Reid, present, and Karen Browning, present. Also present at this meeting were Director Paulette Hankins and Deputy Director Jane Zimmermann.

Chairman Freytag asked for a motion to approve the minutes from the 06-02-2020 regular meeting. Mr. Mudra made the motion to approve the minutes as submitted. The motion was seconded Mrs. Browning and passed unanimously by voice vote 4-0. Director Hankins next reviewed the bills for the month of June in the amount of \$20,765.44 from the General Fund, and \$26,186.04 from the Security Grant Fund, and three pay periods totaling \$40,791.85. A motion to approve the bills as presented was made by Mr. Mudra, seconded by Mrs. Browning and passed unanimously by voice vote 4-0. Director Hankins also reviewed the final summary of the Security Grant expenditures, noting that the full \$50,000.00 grant had been spent since June of 2019.

Under old business, Chairman Freytag asked if there were any news on the problem with the ESS programming not being able to create the audio voter access cards. Director Hankins responded that she had contacted Troy from ESS several times, and had still not received the updated thumb drive to test before the certification process could be initiated. Ms. Hankins stated that she would contact him again to try to get the project moving forward. She also informed the board members that Dominion was hoping to have their VC Programmer comparable application ready in time for Early Voting in October.

Under new business, Deputy Director Jane Zimmermann reviewed the updated EAP (Election Administration Plan) with the board members. A motion to approve the EAP and sign the form was made by Mr. Mudra. The motion was seconded by Mrs. Browning and passed unanimously by voice vote 4-0.

The Directors next informed the members that the Summer Conference this year would be a virtual meeting on August 12 and/or 13th and that more information would be forthcoming.

Deputy Director Zimmermann informed the board members that the board had received a letter from the Mifflin Township Fire Chief asking us to not use their Fire Station on St. Rt. 430 as a polling location any longer, mostly due to COVID-19 concerns. She stated that she had visited the Mansfield Freewill Church on Laver Road, where we already have 3 precincts voting. There would be room in the 'outbuilding' which is comparable to a large gymnasium and has a small kitchenette area adjacent. Director Hankins added that she had contacted a couple of other establishments on that side of Mifflin Township, but no one else had space available for the two precincts, Mifflin A and B. Mr. Mudra made a motion to approve the relocation of the polls on Election Day to the Mansfield Freewill Church and to notify all the voters in precincts Mifflin A & B. The motion was seconded by Mrs. Browning and passed unanimously by voice vote 4-0.

Director Hankins next informed the board members that a Demo for the Know-Ink EP's had been scheduled for 2:00 p.m. immediately preceding the board meeting scheduled for 3:00 p.m. on August 4th, and that the board members were welcome to attend.

The next item of business was the review of the Fall Schedule. Director Hankins distributed the list of dates for L & A, Absentee Preparation, Early Voting and PEO Training. She stated that the dates for the PEO Training were tentative at this point, since the Directive issued by the Secretary of State on the previous day had indicated that the training should be completed by October 15th. She stated that should would be in contact with the Secretary of State's office to see if this would be acceptable, considering that the new PEO training would meet the October 15th deadline. A motion to approve the schedule was offered by Mr. Mudra and seconded by Mrs. Browning. The motion passed unanimously by voice vote 4-0.

Next, the Directors reviewed the proposed contract for the different model of Xerox copier as submitted by MT Technologies. Director Hankins informed the members that she had contacted them due to the problems with the functionality of the previous model. She was told that we couldn't get out of the existing contract until 2021 at the earliest, but they could let us try out a different model which would increase the monthly payments to \$344.91 from the current cost of \$327.69 and extend the contract to the year 2023. Mrs. Browning made a motion to approve the trial period and the revised contract as stated. Mr. Mudra seconded the motion which passed unanimously by voice vote 4-0.

Under other business, the Directors stated that the Directive received the previous day at the close of business included a CARES block grant in the amount of over \$96,136.00 and explained the guidelines for allowable expenditures. A motion to allow the Directors to enter into the contract to accept the grant was made by Mr. Mudra. The motion was seconded by Mrs. Browning and passed unanimously by voice vote 4-0.

With no further business to come before the board, Mr. Mudra made a motion to adjourn, seconded by Mrs. Browning, and passed by voice vote 4-0. Chairman Freytag adjourned the meeting at 3:22 P.M.

Date approved _____

Bill Freytag

Joseph H. Mudra

Lydia J. Reid

Karen J. Browning

Attest:

Paulette Hankins

Jane Zimmermann