

I. Call to Order/Pledge of Allegiance

Chairman Ray Lembke called the meeting to order at 9:00 a.m. Mr. Grant led the Pledge of Allegiance.

II. Roll Call

Ray Lembke – Chair – Yes

Rick Combs – Yes

Gregg Conrad – Yes

Richard Grant – Yes

Also present were Director Stephanie Hemmer-Haight, Deputy Director Chris Dennison and Becky Rudd – Clerk taking record.

III. Motion to Adopt the Agenda, as Presented

2022-171 – Mr. Grant made the motion to adopt the agenda as presented. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

IV. Other attendees – Julia Carney, Assistant County Prosecutor

V. Public participation – none.

VI. Approval of Minutes

- October 19, 2022 – Regular Board Meeting

2022-172 – Mr. Grant made the motion to approve the minutes of the October 19, 2022 board meeting.

Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

VII. Approval of Bills as of November 21, 2022

2022-173 – Mr. Grant made the motion to approve payment of the bills as of November 21, 2022. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

VIII. Absentee Ballots to be Reviewed by Board

The director reported to the board on the invalid and valid absentee ballots. The board reviewed the postmarks on the mailing envelopes.

Valid Absentee Ballots

21 – UOCAVA ballots postmarked by Nov. 7 and received by Nov. 18

86 – Mail ballots postmarked by Nov. 7 and received by Nov. 18

11 – Form 11-S forms returned by voters to cure ballots – received by deadline

2022-174 – Mr. Conrad made the motion to accept the 118 additional valid absentee ballots designated in the above list and add them to the count. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

Invalid Absentee Ballots

10 – Drop box ballots received after deadline (Nov. 8 at 7:30 p.m.)

70 – Mail ballots received after Nov. 8 and postmarked after Nov. 7

3 – Mail ballots received after Nov. 8 – illegible or no visible postmark

1 – Mail ballot received by Hamilton County BOE after Nov. 8 – illegible or no visible postmark

2022-175 – Mr. Grant made the motion to reject the 84 invalid absentee ballots for the reasons stated above. Mr. Combs seconded the motion. Upon roll call:

- Mr. Combs – Yes
- Mr. Conrad – Yes
- Mr. Grant – Yes
- Mr. Lembke – Yes

Director Hemmer-Haight reported on four ballots that were not processed on election night

- UN-I curbside ballot found in the big blue bag from the precinct (should have been in the ballot can)
- BAT-A emergency ballot found in the big blue bag from the precinct
- MI-P1P curbside ballot found between the provisional ballots
- PE-A take-home ballot found when we double-checked the empty envelopes.

2022-176 – Mr. Conrad made the motion to accept the four ballots listed above and add them to the count. Mr. Combs seconded the motion. Upon roll call:

- Mr. Combs – Yes
- Mr. Conrad – Yes
- Mr. Grant – Yes
- Mr. Lembke – Yes

IX. Provisional Ballots

<u>PROVISIONAL BALLOTS FOR BOARD REVIEW</u>		<u>Invalid</u>	<u>Valid</u>
1	Counted AV returned by Mail 10/18/22 – Voted Provisional at Polls	<u>1</u>	<u>0</u>
1	Voted Mail House AV ballot at Polls & Put in Provisional Envelope	<u>1</u>	<u>0</u>
2	Blank Envelope	<u>2</u>	<u>0</u>
1	Incomplete Envelope	<u>1</u>	<u>0</u>
2	No Signature	<u>2</u>	<u>0</u>
3	No New Address Information on Envelope	<u>3</u>	<u>0</u>
3	No ID	<u>3</u>	<u>0</u>
5	New Address in Another County	<u>5</u>	<u>0</u>
17	Voted Wrong Precinct/Wrong Location	<u>17</u>	<u>0</u>
40	Not Registered in Ohio	<u>40</u>	<u>0</u>
Total Provisional Ballots with Unresolved Issues		75	0
47	Voted Right Location/Wrong Precinct – Duplicate/Add to Good Count	<u>0</u>	<u>47</u>
1385	VALID PROVISIONAL BALLOTS – NO VISIBLE PROBLEMS	<u>0</u>	<u>1385</u>

1507 TOTAL PROVISIONALS CAST

Mr. Conrad commented that the PEOs who saw the new provisional verification template had positive feedback. It was not widely used for this election but will be emphasized for future elections.

2022-177 – Mr. Conrad made the motion to reject the 75 invalid provisional ballots for the reasons listed above. Mr. Grant seconded the motion. Upon roll call:

- Mr. Combs – Yes
- Mr. Conrad – Yes
- Mr. Grant – Yes
- Mr. Lembke – Yes

2022-178 – Mr. Combs made the motion to accept the 1432 valid provisional ballots and add those to the count for the official canvass. Mr. Grant seconded the motion. Upon roll call:

- Mr. Combs – Yes
- Mr. Conrad – Yes
- Mr. Grant – Yes
- Mr. Lembke – Yes

X. Telephone Policy

2022-179 – Mr. Combs made the motion to accept the attached telephone policy. Mr. Conrad seconded the motion. Upon roll call:

- Mr. Combs – Yes
- Mr. Conrad – Yes
- Mr. Grant – Yes
- Mr. Lembke – Yes

XI. Director's / Deputy Director's Report

a. Mail house report

Deputy Director Dennison reported that the mail house processing again went well with no significant issues. There was a minor issue with 40 Butler County ballots being mailed to us due to an incorrect return envelope in the packet; also, one of our ballots was sent to Butler County. The mail house credited us \$500 for the error. There were also some Hamilton County ballots that the post office incorrectly delivered to us. All of these ballots were caught in opening or verification and distributed to the correct county.

The directors indicated that the post office has made a concerted effort to improve timely delivery, including bringing us second batches of ballots later in the day several times. In fact our letter carrier delivered additional ballots around 6 p.m. on Election Day that were postmarked 11/8 (the same day). Because current SOS directives require ballots to be postmarked by the day prior to Election Day, the directors called SOS Intake, who confirmed that the ballots could be counted because they had arrived before 7:30 p.m.

b. Post-election audit

3 contested races (to be determined when we open the audit)

- Governor / Lieutenant Governor
- One other statewide contest TBD by SOS
- Non-statewide candidate contest selected by board

c. HB 673

Deputy Director Dennison advised the board of pending Ohio legislation to fund Electronic Poll Book replacements in the 88 counties. The Clermont County cost would be approximately \$300,000; grant money would cover perhaps one-third of that. Commissioner Painter has been in discussions with State Representatives Bird and Schmidt regarding the legislation and our county's needs. Mr. Combs recommended that the directors email all three commissioners and County Administrator Tom Eigel to share information regarding the legislation and our budget and technical needs. Although the legislation does not mandate that any county replace their EPBs, our equipment is nearing the end of its functional life. Because our current EPBs are no longer manufactured, it is not feasible to replace only the defective ones; we would need to replace all or none of them.

Deputy Director Dennison also discussed HB 294, the Election Modernization and Security Act. It includes proposed changes to absentee ballot request processing, the early voting schedule, and automation of voter registration updates from the BMV. Mr. Grant asked how the BMV would designate citizenship when forwarding voter registration information to the BOE. Deputy Director Dennison indicated that there is yet another bill pending to include citizenship information on Ohio drivers' licenses.

Mr. Combs inquired about the web site. Deputy Director Dennison had called the vendor regarding the delay, and reiterated his approval of the changes to date. The vendor is tweaking the site's appearance and ensuring that it is ADA compliant.

XII. Upcoming Events and Meetings:

- November 29, 2022 (Tuesday) at 9:00 a.m. – Certification of Nov 8 general election meeting
- December 4, 2022 (5 days after certification) – deadline to request a recount
- December 5, 2022 (Monday) at 9:00 a.m. – Commence post-election audit (or recount)
- 10 days after application for a recount – recount must begin if automatic or application filed
- Post-election audit – (if no recount) – start 6 days after certification of official results
(if recount) – start immediately after certification of recount
Must be complete within 14 days
- December 16, 2022 (Friday) at 10:00 a.m. – regular monthly board meeting and holiday party

**Opening of Official Canvass
of the November 8, 2022 General Election**

XIII. Board to Instruct the Office Staff to Proceed with the Official Canvass

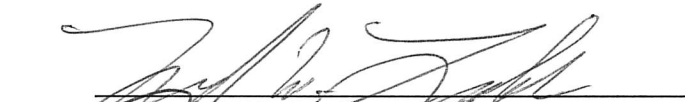
2022-180 – Mr. Conrad made the motion to instruct the staff to proceed with the official canvass of the November 2022 General Election. Mr. Combs seconded the motion. Upon roll call:

- Mr. Combs – Yes
- Mr. Conrad – Yes
- Mr. Grant – Yes
- Mr. Lembke – Yes

XIV. Motion for Board to Recess and Reconvene November 29, 2022 at 9:00 a.m. to Certify

2022-181 – At 10:17 a.m., Mr. Combs made the motion to recess until 9:00 a.m. on Tuesday, November 29, 2022. Mr. Grant seconded the motion. Upon roll call:

- Mr. Combs – Yes
- Mr. Conrad – Yes
- Mr. Grant – Yes
- Mr. Lembke – Yes



Raymond W. Lembke – Board Chairman



Rick W. Combs – Board Member



Gregg L. Conrad – Board Member



Rick Grant – Board Member

Date _____

**APPROVAL OF BILLS FOR BOARD MEETING
NOVEMBER 21, 2022**

VENDOR	DESCRIPTION OF PAYMENT	AMOUNT
INVOICES APPROVED BY BOARD MEMBERS:		
ALLEEN COMPANY	TENT RENTAL FOR NOVEMBER GENERAL	\$ 865.12
BATAVIA POST OFFICE	DEPOSIT FOR PERMIT #28 ACCOUNT	\$ 10,000.00
CHAMPION MEDIA	ADVERTISING FOR FELICITY SCHOOL LEVY	\$ 94.50
CHAMPION MEDIA	ADVERTISING FOR FELICITY VILLAGE LEVY	\$ 89.26
CHAMPION MEDIA	ADVERTISING FOR MONROE TWP. LEVY	\$ 152.26
CHAMPION MEDIA	ADVERTISING FOR PIERCE TWP. LEVY	\$ 94.50
CHAMPION MEDIA	ADVERTISING FOR STONELICK TWP. LEVY	\$ 152.26
CHAMPION MEDIA	ADVERTISING FOR WILLIAMSBURG TWP. LEVY	\$ 147.00
CHAMPION MEDIA	ADVERTISING FOR GOSHEN SCHOOL LEVY	\$ 60.38
CHAMPION MEDIA	ADVERTISING - PROCLAMATION	\$ 472.50
CULLIGAN	BOTTLED WATER - 11-1-22 TO 11-30-22	\$ 122.60
ELECTION NIGHT WORKERS PAY	ELECTION NIGHT WORKERS PAYROLL - GENERAL	\$ 5,280.00
E. S. & S.	ELECTION SUPPORT - DAN SHEBESTA - OCT. 5, 6 & 7	\$ 5,385.00
GRAPHIC VILLAGE	PRECINCT KITS - NOV. GENERAL	\$ 3,600.00
GRAPHIC VILLAGE	MAILHOUSE - ABSENTEE BALLOTS	\$ 40,572.22
STEPHANIE HAIGHT	REIMBURSEMENT FOR USPS CHARGES - UOCAVA BALLOTS	\$ 465.30
INTEGRATED VOTING SYSTEMS	BALLOTS FOR NOVEMBER GENERAL	\$ 19,915.20
JANITORAL PAYROLL	SET UP AT POLLING LOCATIONS - GENERAL	\$ 4,800.00
KIM BEARD	MILEAGE TO POLLS	\$ 26.91
LOVELAND GRAPHIX	2 BANNERS FOR POLLING PLACE CHANGES	\$ 240.00
MILLENNIUM	COPIER LEASE - NOV. 2021 TO NOV. 2022	\$ 5,908.36
O.A.E.O.	REO CLASSES FOR STEPHANIE & CHRIS - 2023	\$ 440.00
ODP - OFFICE DEPOT	CALENDARS	\$ 160.69
ODP - OFFICE DEPOT	CALENDAR	\$ 15.99
PATRIOT SIGNS	VOTER PARKING SIGNS - 20	\$ 110.00
PATRIOT SIGNS	ID REQUIRED SIGNS & NO CAMPAIGNING SIGNS	\$ 990.00

TELEPHONE USAGE POLICY

(Desk Phones & Mobile Communication Devices)

- A. All Board of Elections telephones (desk phones and mobile communication devices) are intended for official business use. While occasional personal use is permitted, it must be responsible and clearly incidental to business use.
- B. Mobile telephones shall be issued only to those employees with a demonstrated need for this type of communication.
- C. At the time of issuance of a mobile telephone, employees must agree to abide by the following rules:
 - 1. Employees must safeguard any mobile telephone in their possession.
 - 2. The loss of any mobile telephone shall be reported to the Director. If theft is suspected, the police also shall be notified immediately.
 - 3. Employees shall have the equipment changed for use and operational at all times.
 - 4. Employees shall only use mobile communication devices in a parked vehicle or in a vehicle with hands free communication equipment which is enabled. In addition, in compliance with State law, employees are prohibited from using handheld electronic wireless communications device to write, send, or read a text-based communications.
 - 5. When an employee no longer has a demonstrated need for the cellular telephone, or terminates employment with the Board of Elections, that employee shall return any cellular telephone issued to the employee by the Board.
- D. Excessive personal use of any County telephone (desk phones and mobile phones) may be grounds for discipline and the employee may be responsible for reimbursement to the County of costs associated with personal use.
- E. The Board of Elections and/or Clermont County assumes no liability for loss, damage, destruction, alteration, disclosure, or misuse of any personal data or communications transmitted over or stored on the Board of Elections issued mobile communication devices. Employees are strongly discouraged from storing any personal data on Board issued mobile communication devices.

Approved by the Clermont County Board of Elections on November 21, 2022.

Paul W. Lake
Board Chair

Cherie Wilson

From: Cherie Wilson
Sent: Friday, October 21, 2022 9:33 AM
To: legals@clermontsun.com
Cc: Stephanie Haight
Subject: Nov 2022 Board Meeting Schedule
Attachments: 2022 Nov General Election meetings.docx

Good morning!

Please be advised and post as a PSA (no cost) the attachment regarding the scheduled November board meetings for the General Election.

My direct phone number is 732-7485 if you have any questions.

Thank you!

Cherie Wilson, Administrative Support Specialist
Clermont County Board of Elections
76 S. Riverside Dr.
Batavia, OH 45103

Clermont County Board of Elections Notice of Board Meetings

The Clermont County Board of Elections has scheduled Board Meetings for the November 2022 General Election as follows:

November 8, 2022 at 6:30 a.m. – Election Day Board Meeting.

November 21, 2022 at 9:00 a.m. – Opening of the Official Canvass, review of provisional ballots, and rescheduled monthly board meeting.

November 29, 2022 at 9:00 a.m. – Certification of the November 2022 General Election.

The meetings will be held at the Board Office, 76 S. Riverside Dr., Batavia, 45103.

Ray Lembke – Chairman
Stephanie Hemmer-Haight – Director.