

**Commencing of the Post-Election Audit  
December 1, 2016 at 9:00 a.m.**

Chairman Rick Combs called the meeting to order at 9:00 a.m. Mike Keeley led the Pledge of Allegiance. Board Members present were Rick Combs, Paul Campbell, Larry Heller and Ray Lembke. Also present were Judy Miller – Director, Mike Keeley – Deputy Director, Julia Carney – Deputy Director Trainee, and Becky Rudd – Clerk taking record.

**OTHER ATTENDEES/OBSERVERS:** None

**MOTION TO ADOPT THE AGENDA AS PRESENTED:**

**2016-167** – Ray Lembke made the motion to Adopt the Agenda as Presented. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

**APPROVAL OF BILLS:**

**2016-168** – Paul Campbell made the motion to accept and pay the bills as of December 1, 2016. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

**POST-ELECTION AUDIT:**

**2016-169** – Larry Heller made the motion to Commence with the Post-Election Audit and randomly select the precincts accordingly. Ray Lembke seconded the motion. Upon roll call, all Members voted “yes”.

Director Miller explained the races per Directive 2016-24, they are:

- 1) For President
- 2) For Jusice of the Supreme Court – Full Term Commencing 1-2-2017 (Pat Dewine & Cynthia Rice). The Board is to randomly select one (1) Countywide race where the number of candidates exceeds the number to be elected.

There is only one race that qualifies for the 3<sup>rd</sup> Race to Audit:

- 3) County Commissioner – Full Term commencing 1/3/2017 (Tom Bixler & David L. Painter).

Judy advised the Board that we must select 5% of the total votes cast  $(100,859) = 5,043$  ballots.

The Board randomly selected the following precincts:

Goshen Twp – L	– 700	Miami Twp – Y	– 888
Miami Twp – M	– 643	Union Twp – J	– 584
Miami Twp – H1H	– 693	Pierce Twp – A	– 687
Batavia Twp – F	– 751	Miami Twp – H	– 660

The total number of ballots drawn = 5,606.

**2016-170** – Paul Campbell made the motion for the staff to commence with the processing of the Audit. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

**Update of New Salary Plan and Annual Budget Process:**

Larry and Ray met with Steve Rabolt (County Administrator) and shared the salary schedule plan discussed by the Board. Larry reported that the County Administrator advised that several years ago the County moved away from set schedules as he and Ray proposed and moved into a merit pay concept. The Board’s Proposal which provided for advancement had a set amount of money guaranteed which would not work either because it is singling out one agency and not the others. Ray added that the County’s preferred process is that there is an assigned amount of money and you must develop a system where each employee has goals and you measure them and grade them and that is how you allocate out of the money,

it is a management heavy process. The County is anticipating a drop in revenues over the next year. Larry doesn't care for the merit pay process because there isn't enough money and it is subjective, and there isn't enough money to make an incentive for people to work harder. We need to retool this. Larry stated he would like to get involved in the annual budget process and perhaps Ray and Julia would like to also. He would like a detailed overview walk through of the process, step by step-line by line. He wants to understand how it relates to the County so if there is a salary proposal to the County, it links in. Judy said it would be sometime in February. Rick suggested in the first quarter of next year and explain the building blocks. Judy has tried to explain to OMB about the added costs we have with the additional equipment. They want us to operate on a budget from two years ago. Larry wants to understand the budget. He would also like to be included in the development of it. Rick added that until people see it, it is hard to understand it. Once OMB has a number for us, that is the number they want us to work with. Rick would like to see the highlights in the budget. Paul asked that when the budget is submitted do we explain or put addendums in it, and Judy advised that we do.

**2016-171** – At 9:35 a.m. Larry Heller made the motion to go into Recess and Reconvene on Tuesday, December 13, 2016 at 10:30 a.m. to Certify the Results of the Post-Election Audit and conduct the Regular Monthly Meeting. Ray Lembke seconded the motion. Upon roll call, all Members voted "yes".

**Board Reconvenes**  
**Certification of the Post-Election Audit and**  
**Regular Monthly Board Meeting**  
**December 13, 2016 at 10:00 a.m.**

Chairman Rick Combs called the meeting to order at 10:34 a.m. Larry Heller led the Pledge of Allegiance. Board Members present were Rick Combs, Paul Campbell, Larry Heller and Ray Lembke. Also present were Judy Miller – Director, Mike Keeley – Deputy Director, Julia Carney – Deputy Director Trainee, and Becky Rudd – Clerk taking record.

**OTHER ATTENDEES:** Beth Hamad – SOS Liaison

**MOTION TO ADOPT THE AGENDA AS PRESENTED:**

**2016-172** – Ray Lembke made the motion to Adopt the Agenda as Presented. Larry Heller seconded the motion. Upon roll call, all Members voted "yes".

**Certification of the Post-Election Audit of the November 8, 2016 General Election:**

Director Miller reminded the Board that eight (8) precincts were randomly selected for the audit and of the three (3) races to be audited: Presidential race, Supreme Court race and the County Commissioner race. She gave the audit to Julia to complete. Julia explained the audit started on December 1<sup>st</sup> and we brought in 8 part-time workers to help with the hand count. It took approximately 160 hours. It took longer than anticipated because there were over 100,000 ballots cast. All of the precincts balanced except for MI-H and MI-H1H within the absentee ballots. There was an under count for both Clinton and Trump. Dewine was down 2 votes and Painter lost one vote, and an undervote had not be counted. We believe that in MI-H & MI-H1H the scanner was jammed and a ballot went through twice in each precinct. Rick asked if we ran them again and Julia stated that we ran all of the cans and every ballot twice (absentee ballots). We still had a 99.996 accuracy rating; the tolerance level being 99.5 which we were well under it. We only used part-time staff one day and spend a lot of hours looking for the two ballots.

**2016-173** – Larry Heller made the motion to approve and Certify the Results of the Post-Election Audit for the General Election of November 8, 2016 and submit the required reporting forms to the Ohio Secretary of State, understanding it was below the tolerance level and we do have an explanation for it. Paul Campbell seconded the motion. Upon roll call, all Members voted "yes".



**APPROVAL OF MINUTES:**

**2016-174** – Paul Campbell made the motion to accept the minutes from the November 8, 2016 Election Day Board Meeting and the November 19, 2016 Opening of Certification & November 22, 2016 Official Certification and Regular Board Meeting (1 set). Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

**APPROVAL OF BILLS:**

**2016-175** – Paul Campbell made the motion to accept and pay the bills as of December 13, 2016. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

**Bids for Printing Election Ballots for all Elections in 2017:**

Judy advised the Board that each year we have to accept Bids for printing the ballots for the next year. The bid advertisement as submitted to the Clermont Sun. Today is the deadline for accepting the bids by 9:00 a.m. We only received one bid; it was from ES&S. Bid was as follows:

14 inch ballot single page: \$0.25	14 inch ballot 2 page: \$0.46
17 inch ballot single page: \$0.26	17 inch ballot 2 page: \$0.48
19 inch ballot single page: \$0.31	19 inch ballot 2 page: \$0.59

There is an additional fee of \$0.02 per ballot to fold the absentee ballots.

These are the same prices as last year. Their bond appears to be in order and they included references.

**2016-176** – Ray Lembke made the motion to accept the bid from ES&S for ballot printing for the year 2017 based upon inspection from the Chairman and Director of the Board of Elections for 14 inch ballots at \$0.25 per ballot and an additional \$0.02 per ballot for folding absentee ballots. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

**Sick Leave Accrued – Mike Keeley:**

Mike addressed the Board regarding his accrued sick leave; he currently has 228.5 hours of sick time. The county policy is 25% accrued time is payable. There is controversy of his eligibility for the time. Mike will have 240 hours on his last day and 25% of that will be 60 hours which will be \$1,719.28. He would like the Board to compensate him for this time and note it in the minutes. Rick asked what the controversy is, and Mike advised that it is due to the fact that he had retired once from Indian Hill. The Board would have to make a motion to pay it; it then goes to the County Commissioners for them to pay it. The general policy of the Commissioners is to not do it (because a person has already retired/received it). Larry stated we would be asking for a deviation from the County’s normal policy. There was no further discussion.

**DIRECTOR’S REPORT:**

Judy advised the Board of Directive 2016-51 Reorganization of the Board in 2017. She notified both party chairs and advised them of the dates for submitting nominations to the Secretary of State. Our Board must reorganize between March 2<sup>nd</sup> and 6<sup>th</sup>.

**DEPUTY DIRECTOR’S REPORT:**

Mike stated his last official day is January 6, 2017. He would also like a resolve on his sick leave compensation. Rick called for a motion regarding the sick leave compensation for Mike. There was no motion put forward.

**Appointment of Deputy Director Effective January 7, 2017:**

**2016-177** – Larry Heller made the motion to appoint Julia B. Carney, Deputy Director, effective January 7, 2017 at the annual salary of \$58,027.88 per year and for her to be offered the same benefits afforded all other employees and as previously approved. Ray Lembke seconded the motion. Upon roll call, all Members voted “yes”. Rick stated her salary can be adjusted at the Reorganization Meeting. Rick Combs swore Julia Carney in as Deputy Director.

**RESOLUTIONS:** None.

**EXECUTIVE SESSION:** None.

**UPCOMING CALENDAR:**

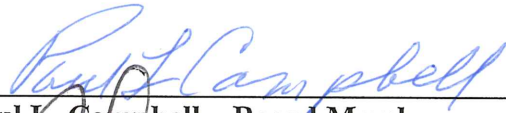
January 11, 12 & 13 – OAEO Conference in Columbus at the Hilton.  
January 20, 2017 at 11:00 a.m., January Regular Board Meeting,  
January 20, 2017 1-3:00 a.m. , Mikes Retirement Party.  
February 23, 2017, February Regular Board Meeting.

**ADJOURNMENT:**

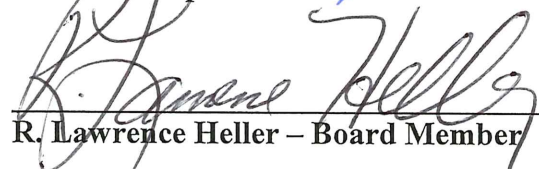
**2016-178** – At 11:04 a.m. Larry Heller made the motion to adjourn. Ray Lembke seconded the motion. Upon roll call, all Members voted “yes”.



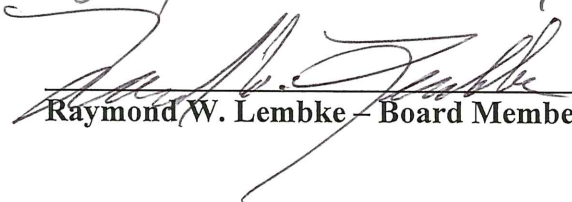
Rick W. Combs – Board Chairman



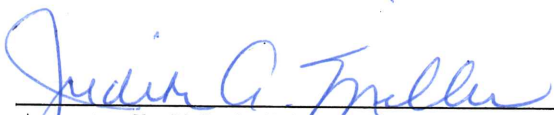
Paul L. Campbell – Board Member



R. Lawrence Heller – Board Member



Raymond W. Lembke – Board Member



Attest – Judith A. Miller – Director

Minutes signed on January 20, 2017

# APPROVAL OF BILLS FOR BOARD MEETING DECEMBER 1, 2016

[illegible]



# APPROVAL OF BILLS FOR BOARD MEETING DECEMBER 13, 2016

[illegible]

**Rudd, Rebecca**

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**From:** Rudd, Rebecca  
**Sent:** Tuesday, November 29, 2016 11:49 AM  
**To:** 'clermont sun legals'; rmaloney@communitypress.com  
**Subject:** notice of bd mtg dates  
**Attachments:** 2016-Dec 1 & 13 - post audit & reg bd mtg.docx

Good Day,

Please be advised and post the attached notice as a PSA (no cost) regarding the opening of the Post-Election Audit and the Certification of the Post-Election Audit and December Regular Board meeting. Please let me know if you have any questions.

Thank you,

Becky Rudd  
Clermont County Board of Elections  
76 S. Riverside Drive  
Batavia, OH 45103  
513-732-7275

**Notice of Meetings**  
**Clermont County Board of Elections**  
**76 S. Riverside Dr.**  
**Batavia, OH 45103**  
**513-732-7275**

The Clermont County Board of Elections has scheduled Board Meetings for the following dates:

**December 1, 2016 at 9:00 a.m.**, Start of General Post Election Audit and any other regular business the Board deems necessary.

**December 13, 2016 at 10:30 a.m.**, Certification of Post Election Audit and Regular Monthly Board Meeting.

The meetings are held at the Board Office, 76 S. Riverside Dr., Batavia, OH 45103.

Judy Miller-Director