

Chairman Rick Combs called the meeting to order at 10:40 a.m. Deputy Director Carney led the Pledge of Allegiance. Board Members present were Rick Combs, Paul Campbell, and Larry Heller. Ray Lembke was absent. Also present were Judy Miller – Director, Julia Carney – Deputy Director, Chris Dennison – Deputy Director Trainee and Becky Rudd – Clerk taking record.

**OTHER ATTENDEES:** Beth Hamad – SOS Liaison arrived after the meeting started.

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

**2017-159** – Mr. Campbell made the motion to adopt the agenda as presented. Mr. Heller seconded the motion. Upon roll call, all Members present voted “yes”.

**APPROVAL OF MINUTES:**

**2017-160** – Mr. Heller made the motion to approve the minutes from the November 7, 2017 – Election Day Board Meeting, November 20 – Opening of Canvass & 28, 2017 – Certification and Regular Board Meeting (1 set) and December 5, 2017 Automatic Recount Board Meeting. Mr. Campbell seconded the motion. Upon roll call, all Members present voted “yes”

**APPROVAL OF BILLS:**

**2017-161** – Mr. Campbell made the motion to approve and pay the bills as of December 13, 2017 as provided. Mr. Heller seconded the motion. Upon discussion, Director Miller advised the Board that the entry of ES&S for election support/service day on 11-22-2017 is on the bills for \$1,525. ES&S invoiced the amount for \$1,650 and Director Miller would like the Board to approve the amount for \$1,525, because that is the amount we agreed upon. Upon roll call, all Members present voted “yes”.

**Bids for Printing Ballots for all Elections in 2018:**

Director Miller advised the Board that we went out to Bid for ballot printing. The deadline for the sealed bids was 9:00 a.m., December 14, to be opened at the 10:30 a.m. Board Meeting on that date. We received two bids, one from ES&S on December 12 and received one other bid today at 10:33 a.m. The Chairman stated that the second bid was not received timely.

**2017-162** – Mr. Heller made the motion to not accept and reject the bid on ballots that was submitted an hour and 33 minutes late. Mr. Campbell seconded the motion. Upon roll call, all Members present voted “yes”.

The Board opened the 2018 bid from ES&S. Their bid was as follows:

14 inch ballot single page: \$0.26	14 inch ballot 2 page: \$0.46
17 inch ballot single page: \$0.27	17 inch ballot 2 page: \$0.49
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.

Mr. Combs asked how this compared to last year’s price.

At 10:52 a.m., the Board went off the Record while the Director gathered information on last year’s bids on ballots.

At 10:52 the Board went back on the Record.

The 14 & 17 inch single page each went up \$0.01 in price.

ES&S’s bond was in order.

**2017-163** – Mr. Heller made the motion to accept the bid provided by ES&S for the 2018 ballot printing, which went up one cent per ballot. Mr. Campbell seconded the motion. Upon roll call, all Members present voted “yes”.

**DIRECTOR’S REPORT:**

**Office Policy for Vacation Leave for a new employee:**

Director Miller reminded the Board of the office policy for vacation leave that was previously discussed at a prior meeting. Currently an employee must wait a year before they start taking vacation time. Mary Lynne Birck (Prosecutor’s Office) suggested following the County Policy of the probationary period (120

days) and after successfully passing those requirements, a full time Board of Elections employee be credited with vacation earned during that four month period and take vacation time off.

**2017-164** – Mr. Campbell made the motion to allow after one hundred twenty (120) days of service and attaining the requirements of their Probationary Period with the Clermont County Board of Elections, a full time employee will be credited with vacation earned during that four (4) month period and may take vacation time earned at that time. Mr. Heller seconded the motion. Upon roll call, all Members voted “yes”.

**To Provide a Bonus for Lora Richards:**

Director Miller reminded the Board of Lora Richards, a part-time seasonal employee that did poll worker training. The Board had discussed paying her \$3 per hour more than her regular \$10 per hour for the hours she was in training classes. Mary Lynne suggested the wording for this matter, does not like to have a bonus policy, and prefers to look at it on an individual basis.

**2017-165** – Mr. Heller made the motion for services exemplary to the part-time seasonal employee classification which included training poll workers which also included training on the electronic pollbooks for the General Election of November 7, 2017, the Board agrees to pay Lora Richards a bonus of \$3 per hour in additional to her regular pay of \$10 per hour for the 139.5 hours for poll worker training which amounts to \$418.50. Mr. Campbell seconded the motion. Upon discussion, Mr. Campbell has a problem with the bonus idea, can it be worded as an additional compensation. Mr. Combs agreed and understands. Director Miller stated that is the auditor’s office wording. Upon roll call, all Members voted “yes”.

Director Miller went over the budget with the Board. We did not receive what we requested. Chairman Combs stated they would be analyzing the budget, find out where we are short and take action from there. Mr. Combs added that the Commissioners continue to approve our upgrades on our equipment and is sure they will consider our requests.

Director Miller stated it has been a pleasure working here and a rewarding experience. Receiving the Director of the Year Award in 2012 was an honor.

The Board all agreed that they have a good working relationship and part is due to her, we have been able to get a lot done for this Board. Julia and Chris also thanked her for the time spent helping them and for her support. Beth Hamad added on behalf of the Secretary of State and office, thank you for all of your hard work in Clermont County. It has been amazing how smooth everything works in Clermont County.

**DEPUTY DIRECTOR’S REPORT:**

Deputy Director Carney did not have anything to report at this time.

**RESOLUTIONS:** None

**EXECUTIVE SESSION:** None.

**NEXT MEETING DATE AND TIME:**

January 3, 2018 at 10:00 a.m., Reorganization Meeting and any other necessary business,  
January 25, 2018 at 10:00 a.m., Regular Monthly Board Meeting.

Mr. Campbell advised the Board that he is resigning as a Board Member effective January 31, 2018. Chairman Combs stated that he would have comments for Mr. Campbell at the next meeting.

**ADJOURNMENT:**

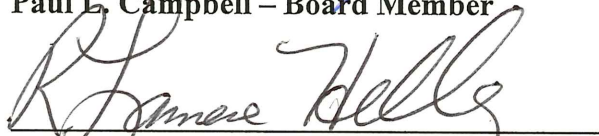
**2018-166** – At 11:22 a.m., Mr. Campbell made the motion to adjourn. Mr. Heller seconded the motion. Upon roll call, all Members present voted “yes”.

Addendum to minutes:

It was discovered after this meeting that the second bid for printing ballots, that arrived late the morning of the meeting, was office correspondence and not a bid for ballot printing.

  
\_\_\_\_\_  
Raymond W. Lembke – Board Chairman

\_\_\_\_\_  
Rick W. Combs – Board Member

  
\_\_\_\_\_  
Paul L. Campbell – Board Member  
\_\_\_\_\_  
R. Lawrence Heller – Board Member

\_\_\_\_\_  
Attest – Julia B. Carney – Director  
Minutes signed on January 25, 2018

## APPROVAL OF BILLS FOR BOARD MEETING DECEMBER 14, 2017

[illegible]

## Rudd, Rebecca

---

**From:** Rudd, Rebecca  
**Sent:** Tuesday, November 28, 2017 3:12 PM  
**To:** 'legals@clermontsun.com'; rmaloney@communitypress.com  
**Subject:** bd mtg notice  
**Attachments:** 2017 Dec 5 & 14- recount & Dec mtg.docx

Good Afternoon,

Please be advised and post the attached notice as a PSA (no cost) regarding the upcoming Board of Elections Board Meeting dates. Please let me know if you have any questions.

Thank you,

Becky Rudd  
Clermont County Board of Elections  
76 S. Riverside Dr.  
Batavia, Ohio 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 the following meetings:  
**December 5, 2017 at 9:00 a.m.**, Automatic Recount Board Meeting for the **Bethel-Tate Local School Board of Education (full term) race** and any other regular business the Board deems necessary,  
**December 14, 2017 at 10:30 a.m.**, December Regular Board Meeting and will be accepting bids for printing ballots in 2018.  
The meetings are held at the Board Office, 76 S. Riverside Dr., Batavia, OH 45103.

Judy Miller-Director