

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

OTHER ATTENDEES: Beth Hamad – SOS Liaison

MOTION TO ADOPT THE AGENDA AS PRESENTED:

2017-09 – Ray Lembke made the motion to Adopt the Agenda as Presented. Paul Campbell seconded the motion. Upon roll call, all Members voted “yes”.

APPROVAL OF MINUTES:

2017-10 – Larry Heller made the motion to approve the minutes of the January 20, 2017 Regular Monthly Board Meeting. Ray Lembke seconded the motion. Upon roll call all Members voted “yes”.

APPROVAL OF BILLS:

2017-11 – Larry Heller made the motion to accept and pay the bills as of February 23, 2017. Ray Lembke seconded the motion. Upon roll call, all Members voted “yes”. Paul asked about the Board Members pay period and wondered if their checks had been deposited. Judy explained because Kim Beard had been off during the month of January these entries didn’t get put on the January bills even though they had been processed.

Chargebacks:

Judy advised the Board that the Chargebacks for all elections in 2015 and 2016 had been completed. She explained the Chargeback procedure to the Board.

2017-12 – Paul Campbell made the motion to approve the Chargebacks for the following elections: August 4, 2015 Special Election, November 3, 2015 General Election, March 15, 2016 Primary Election and November 8, 2016 General Election. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

Referrals to the Ohio Elections Commission:

Judy reviewed with the Board the Campaign Finance Committees that were deficient on their filing deadlines.

2017-13 – Paul Campbell made the motion to refer to the Ohio Elections Commission the Levy Committees of Goshen Police Levy Support and Keep New Richmond Safe for late filings of their 2015 Post General Campaign Finance Reports and the Candidate Committees of James Rudy, Robert Wooten and Troy Bushman for late filings of their 2016 Annual Campaign Finance Reports. Larry Heller seconded the motion. Upon roll call, Mr. Campbell – “yes”, Mr. Heller – “yes”, Mr. Lembke – “yes”, Mr. Combs – “abstain”.

Judy reminded the Board that a portion of the Petition Filing Fees goes to the Elections Commission (the other portion goes into the County’s General Fund). The Auditor’s Office sends the money to the OEC but when the County starting using Munis the payments didn’t get picked up and the OEC had to call us about it. We received another notice from the OEC regarding delinquent payments for 2016. We now have the ability to pay it like any other bill and the Auditor will pull the funds from the designated account. We are currently paid up with the OEC.

Employee Barbara Hudson: Successfully Completed Six Month Probation Period on February 1, 2017:

Judy advised the Board Barbara Hudson (Edna’s replacement) has worked satisfactory and has done a very efficient job.

2017-14 – Ray Lembke made the motion to remove Barbara Hudson from probation as of February 1, 2017 and to increase her pay as of February 1, 2017 from \$14.50 to \$14.75. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

Hiring of a Regular Republican Part-Time Employee:

Rick advised the Board that Mike Keeley (after he retired) had approached Rick regarding the Republican part-time employee vacancy to counterpart Gregg Conrad's position. The position is for no more than 1040 hours per year at \$15.00 per hour. Rick asked Judy to put it on the agenda to discuss it with the Board. This has not been budgeted for and not being a large election year the person should not use 1040 hours. Judy added that PERS retirement has new rules and one is, once you retire thru PERS if you were to work part-time in a government position your health insurance is suspended during that time. The only position they can work would be as a poll worker. It is unclear how Mike retired. Rick wanted to check with the other Board Members on how they felt about bringing him back. None of the Board Members had a problem with it and agreed that his situation needed to be looked into. Larry asked why a Republican position had not been worked into the budget and why haven't we hired someone. We have tried and we couldn't find anyone that wanted to do it.

Retirement of Bonnie Carlier (D) – May 31, 2017:

Judy advised the Board and gave them Bonnie Carlier's letter announcing her retirement; her last day will be May 31, 2017. Rick stated that Bonnie has been a wonderful worker and she will be missed. The Board also discussed vacation time that the staff has built up. Judy discussed the budget and salary raises.

At 11:13 a.m. the Board went off the Record for a break.

At 11:21 a.m. the Board went back on the Record.

Judy discussed the job description for Bonnie's position with the Board. The description will go on the county website and then to other agencies. Rick suggested moving someone from within for Bonnie's position and then filling a more entry level position. Judy didn't think any of the staff would want to take her position. Paul suggested we see what applications we get and then take it from there. Judy would like to start them a few weeks before Bonnie leaves.

2017-15 – Ray Lembke made the motion to advertise for applications to fill the position that Bonnie Carlier occupies and is retiring from; advertisement as per the draft the Director has furnished us today with a starting salary at \$14.50 an hour, starting in the middle of May to correspond with the pay period. Larry Heller seconded the motion. Upon roll call, all Members voted "yes".

DIRECTOR'S REPORT:

Judy reviewed the Questions & Issues that filed for the May 2, 2017 Special Election. They are:

Amelia Village – to adopt a Charter (3 precincts),

City of Milford – Renewal Tax Levy – Fire & EMS – 12.5 mills – for 3 years (7 precincts),

Blanchester Local School District – (Overlap from Clinton County) – Renewal Tax Levy – for school facilities – 1 mill – for 5 years (1 precinct).

2017-16 – Larry Heller made the motion to approve and place, per the Director and Deputy Director, on the May 2, 2017 Special Election ballot the Amelia Village – to adopt a Charter, City of Milford – fire & EMS Renewal Levy and the Blanchester Local School District (Clinton County Overlap into Clermont, Brown and Warren Counties) Renewal Levy for school facilities. Paul Campbell seconded the motion. Upon roll call, all Members voted "yes".

Judy updated the Board on the status of the Special Election.

Dan Shebesta (ES&S) was here Tuesday and programed the election, equipment and prepared the Test Deck and Ballot Proofs.

The 24 Hour Look will begin tomorrow (2-24-17) at 8:00 a.m. and run thru Monday at noon.

ES&S has been contacted for Election Day Support. Judy advised that we should be able to get everything done in one day; including all Absentee Ballots scanned.

Rick asked if Ray and Larry could meet with Judy, Julia and Kim on the budget and salaries and then recommend to the Board what they think should be done with the salaries.

Judy discussed Directive 2017-03 – NCOA (National Change of Address). She reminded the Board that we processed them every two years and the SOS changed it to processing them every year. They advised us that we would be starting to process these on February 21 and have them done by March 10 (usually start in June). We have about 1,500 names of "in county" changes to process in the system. We will then send the file of changes to Barrett Brothers and they will create a mailing to go out to these voters for

verification. The voter mails back their portion of the form indicating that they are or are not at that address. The out of county changes are processed differently; they aren't changed but they do get flagged.

Judy discussed Directive 2016-53 – 2016 Annual Report of Expenses of the Board. This is a report of our total expenses which it is due to the SOS on February 27, 2017. Judy stated it is almost finished. Ray asked that she email it to the Board Members when the report is finished.

Judy reminded the Board of the Board Reorganization on March 3, 2017 at 9:00 a.m. The staff did their self-evaluations and Judy and Julia will do evaluations with the staff next week. She wants the Board to set the salaries at the Board Reorganizational Meeting on March 3, 2017. Rick added that this is the last meeting of this Board Term.

DEPUTY DIRECTOR'S REPORT:

Deputy Director Carney reminded the Board that we were notified by Brett Harbage of the SOS's Office, after his Inspections last November, that several polling locations were not ADA compliant. We looked into some other locations that would be compliant. We tried to do something in Milford for this election; we have five different polling locations. The way the schools are set up it does cause a security problem so changing to the schools isn't an option for this election. We will keep working on it; however there will not be any polling location changes for this election.

Rick asked if Judy was keeping Julia up on things since she intends on leaving at the end of the year. Judy advised that she was.

Ray wanted to express his lack of enthusiasm of the thought of Judy retiring. Judy will help the Board find a replacement as good as Julia.

Beth Hamad (SOS Liaison) gave the Board a letter from Secretary of State Jon Husted for Mike Keeley on his retirement.

RESOLUTIONS: None.

EXECUTIVE SESSION: None

NEXT MEETING DATE AND TIME:

March 3, 2017 at 9:00 a.m., Reorganization of the Board,
March 23, 2017 at 10:00 a.m., Regular Monthly Board Meeting,
April 20, 2017 at 10:00 a.m., Public Test & Regular Board Meeting (date change).

ADJOURNMENT:

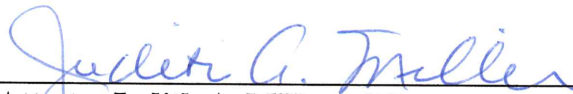
2017-17 – At 11:58 – Ray Lembke made the motion to adjourn. Larry Heller seconded the motion. Upon roll call, all Members voted "yes".


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 March 23, 2017

APPROVAL OF BILLS FOR BOARD MEETING

FEBRUARY 23, 2017

[illegible]