

I. Call to Order/Pledge of Allegiance

Chairman Ray Lembke called the meeting to order at 10:00 a.m. Rick 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 Julia Carney, Deputy Director Chris Dennison and Becky Rudd – Clerk taking record.

III. Other Attendees – Kenny Henning (SOS Liaison)

IV. Approval of Agenda

2019-23 – Mr. Combs made the motion to Approve the Agenda as Presented. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

V. Public Participation – Each speaker is limited to a maximum of five minutes to address the Board – none.

VI. Approval of Minutes of the February 28, 2019 Regular Meeting and the March 4, 2019 Reorganization Meeting.

2019-24 – Mr. Conrad made the motion to approve the minutes from the February 28, 2019 Regular and March 4, 2019 Reorganization Meeting. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

VII. Approval of Lease of 6,000 square feet at 295 Haskell Lane for three years beginning April 1, 2019

Director Carney advised the Board the lease at the Red Barn will expire at the end of the month. The lease was re-negotiated for the exclusive use of the bingo hall; we will move our equipment into the hall, conduct the poll worker training and any other use we need of the building. The lease is a three-year lease, running April 1, 2019 through March 31, 2022 for \$3,300 a month. The county will be responsible for the utilities, coming from Facilities budget. The security system is in place and needs to be activated. Modifications will need to be made to secure the equipment. Wade Grabowski (Facilities) and Mary Rains (OMB) are familiar with the contract. It is an advantage to have the equipment and training close to the office. Alan Edwards (legal counsel) has reviewed the contract.

2019-25 – Mr. Combs made the motion to approve the lease of 6,000 square feet at 295 Haskell Lane for three years beginning April 1, 2019. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

VIII. Approval of Bills

Director Carney explained several entries for the expenses. The mail ballot verifier is the equipment that scans, verifies and updates mailed out absentee voters. This was not covered in the reimbursement of voting equipment by the state. Mr. Combs brought up the cable TV bill and the Director will discuss it in her report. She thinks there are alternative methods instead of the cable. Mr. Conrad inquired if the printer paper was just for the Milford Special Election, it is not.

2019-26 – Mr. Combs made the motion to approve and pay the bills as of March 28, 2019. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

IX. Director's Report

A. Special Election – May 7, 2019 – Milford Exempted Village School District

There are 40 precincts within 21 polling locations. Poll worker training is scheduled and will be held at the Miami Township Civil Center.

Forty-three absentee ballots applications and 3 FPCA's (UOCAVA) applications have been received to date. We now mail out the UOCAVA ballots on Friday instead of Saturday. The 100-day notice is on our website. Early voting will be in the office for this election and voters will insert their voted ballot in the DS200. Voters will only need to provide valid identification to receive a ballot.

B. Remaining funds from SOS reimbursement

We have \$715,981 remaining to spend on additional equipment. We want to replace the 650 ballot scanner with a DS450 scanner, this gives us a newer, faster back up scanner. Express Vote – ADA voting equipment (150 units) would replace the automarks. The Express Vote is smaller, portable and can be used anywhere, software and licensing will need to be purchased; we will need a workstation for it. We recommend 4 printers and 8 workstations for the Ballot on Demand system. We will also need software and licensing. There will be shipping, delivery and deployment cost on the equipment also. We will also need a new server. The equipment set up and logic & accuracy testing is \$1,700 per day, 2 days will be needed. We are over budget but will adjust as needed.

This is state money and if we do not use it, we will lose it. The request must be submitted by mid-April.

2019-27 – Mr. Combs made the motion that the Board approve to expend no more than \$720,000 for some advanced equipment being paid for and allocated by the State of Ohio and be directed by the Director and Deputy Director also getting concurrence by the Clermont County Commissioners for this amount of equipment and cost. Mr. Conrad seconded the motion. Upon discussion, Mr. Combs requested the list of equipment be put into the record. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

C. DIMS Conference June 10-11, Put In Bay

We will send two staff members, Director and Deputy Director

D. SOS Summer Conference June 17-19, Columbus

Kim Beard will reserve hotel rooms.

E. Continuation of Cable Service

We may cancel the service and look into other options

F. Future Meeting Dates

Mr. Combs stated that Thursday is a busy day for him and Wednesday or Monday would work better for meeting dates. The Board discussed options for the meeting dates.

2019-28 – Mr. Combs made the motion to change the scheduled meeting day for the regular monthly board meetings to the fourth Wednesday of each month at 10 a.m. and will review it to see how it works for the Board and staff as we proceed with the meetings. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

X. Deputy Director's Report

A. Storage of Election Equipment

Deputy Director Dennison stated now that we are moving into the bingo hall, he will call Wade Grabowski (Facilities) and have the voting equipment moved from the Red Barn into the bingo hall. A wall will need to be built to secure the equipment. The alarm is being switched over to us. Keys are being made and we will have sole access to the building. Mr. Combs inquired who would have access to the keys, the Director and Deputy Director will.

B. Office equipment

We still need a heavy-duty folding machine to fold the absentee mail-out ballots, he found one for \$1,605.29, and there is money in the budget for it.

2019-29 – Mr. Conrad made the motion to purchase one folding machine, not to exceed, \$1,700. Mr. Grant seconded the motion. Upon roll call,
Mr. Combs – Yes
Mr. Conrad – Yes
Mr. Grant – Yes
Mr. Lembke – Yes

C. PEO Training

The Democrat and Republican PEO's have been filled for this May Election. The manuals are ready to go to print, less than \$1,000 for the printing. We looked at the Miami Township Civil Center and it is going to work out well for our training, and they are very accommodating. The Director will email the Board Members the training schedule.

Chairman Lembke added the Secretary of State has a Mentoring Program; a sitting board member (at least 2 years' experience) mentors a new board member from another county. He has been selected to participate in the program.

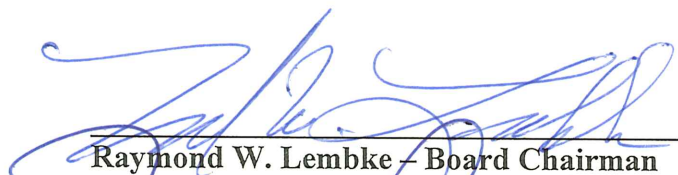
Mr. Grant inquired about meeting on Election Day, the Director and Chairman Lembke advised him of the procedure and duties.

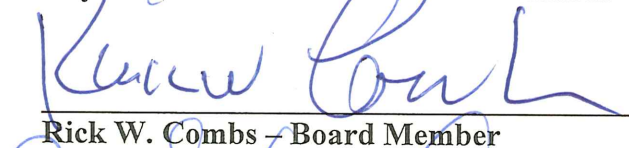
XI. Upcoming Board Meetings & Important Dates

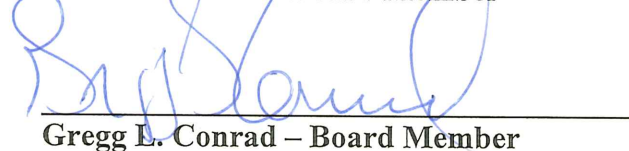
Wednesday April 24, 2018 at 10:00 a.m., Regular Monthly Board Meeting,
Tuesday, May 7, 2019 at 6:30 a.m., Special Election Day Meeting.

XII. Motion to Adjourn

2019-30 – At 11:19 a.m., Mr. Grant made the motion to adjourn. Mr. Conrad 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 April 24, 2019

APPROVAL OF BILLS FOR BOARD MEETING
MARCH 28, 2019

VENDOR	DESCRIPTION OF PAYMENT	AMOUNT
INVOICES APPROVED BY BOARD MEMBERS:		
BARRETT BROTHERS	10,000 VOTER I.D. CARDS	\$ 1,320.00
BATAVIA POSTMASTER	DEPOSIT INTO BUSINESS REPLY MAIL ACCOUNT	\$ 4,000.00
BATAVIA POSTMASTER	DEPOSIT INTO BULK RATE ACCOUNT	\$ 4,000.00
CULLIGAN	BOTTLED WATER	\$ 18.28
CULLIGAN	BOTTLED WATER	\$ 43.26
DELL	2 BATTERY BACK UPS FOR COMPUTERS - REPLACEMENTS	\$ 120.38
DONNELLON MCCARTHY	COPIER LEASE - 02-15-19 TO 03-14-19	\$ 796.40
E. S. & S.	ANNUAL MAINT. FEE FOR HARDWARE/FIRMWARE FOR 650	\$ 11,336.00
E. S. & S.	50 ROLLS OF PRINTER PAPER FOR MY3 PRINTERS (EPB'S)	\$ 187.39
E. S. & S.	MAIL BALLOT VERIFIER - \$74,450.00 PAID FOR BY COMMISSIONERS	
OFFICE DEPOT	TONER FOR HP PRINTER	\$ 189.89
OFFICE DEPOT	INK CARTRIDGE FOR PRINTER ON FRONT COUNTER	\$ 54.99
SPECTRUM	CABLE BILL 01-22-19 TO 02-21-19	\$ 74.87
SPECTRUM	CABLE BILL 02-22-19 TO 03-21-19	\$ 74.87
SPECTRUM	CABLE BILL 03-22-19 TO 04-21-19	\$ 86.90
STAFF SALARIES	PAY PERIOD 02-11-19 TO 02-24-19	\$ 16,795.22
BOARD MEMBERS SALARIES	PAY PERIOD 02-11-19 TO 02-24-19	\$ 2,343.84
STAFF SALARIES	PAY PERIOD 02-25-19 TO 03-10-19	\$ 16,795.22
BOARD MEMBERS SALARIES	PAY PERIOD 02-25-19 TO 03-10-19	\$ 2,343.84
PART TIME SALARIES	PAY PERIOD 02-25-19 TO 03-10-19	\$ 360.00
STAFF SALARIES	PAY PERIOD 03-11-19 TO 03-24-19	\$ 16,795.20
BOARD MEMBERS SALARIES	PAY PERIOD 03-11-19 TO 03-24-19	\$ 2,343.84
PART TIME SALARIES	PAY PERIOD 03-11-19 TO 03-24-19	\$ 813.75
	TOTAL:	\$ 80,894.14

Equipment	Quantity	Unit Cost	Total Cost
DS 450 Scanner	1	\$ 44,925.00	\$ 44,925.00
Licensing Software Years 1-5	1	\$ 6,300.00	\$ 6,300.00
ExpressVote	150	\$ 2,864.00	\$ 429,600.00
Licensing Software Years 1-5	150	\$ 220.00	\$ 33,000.00
			\$ -
EM and BD Software	1	\$ 15,395.00	\$ 15,395.00
Licensing and Support Years 1-5	1	\$ 61,580.00	\$ 61,580.00
Workstation	1	\$ 2,686.00	\$ 2,686.00
			\$ -
Ballot Printer	4	\$ 3,795.00	\$ 15,180.00
Software for Printer*	8	\$ 2,845.00	\$ 22,760.00
Workstation*	8	\$ 1,320.00	\$ 10,560.00
Licensing and Support Years 1-5	4	\$ 7,380.00	\$ 29,520.00
			\$ -
Delivery and shipping DS 450	1	\$ 750.00	\$ 750.00
Delivery and shipping Express Vote	150	\$ 105.00	\$ 15,750.00
			\$ -
Deployment DS 450	1	\$ 1,925.00	\$ 1,925.00
Deployment ExpressVote	150	\$ 105.00	\$ 15,750.00
Deployment Printer	4	\$ 400.00	\$ 1,600.00
			\$ -
Server Configuration	1	\$ 1,300.00	\$ 1,300.00
Server Installation	1	\$ 2,300.00	\$ 2,300.00
			\$ -
Equipment Set up	2	\$ 1,700.00	\$ 3,400.00
Logic and Accuracy Testing	1	\$ 1,700.00	\$ 1,700.00
			\$ -
			\$ -
Total			\$ 715,981.00 \$ (724.74)

