

I. Call to Order/Pledge of Allegiance

Chairman Ray Lembke called the meeting to order at 10:04 a.m. Mr. Conrad 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 – none

IV. Motion to Adopt the Agenda as Presented

2020-35 – Mr. Combs made the motion to adopt the agenda as presented. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

V. Public Participation – none

VI. Approval of Minutes

2020-36 – Mr. Conrad made the motion to approve the minutes from the February 26, 2020 public test board meeting. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

2020-37 – Mr. Grant made the motion to approve the minutes from the March 15, 2020 special board meeting – reduction of precinct officials. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Abstain

Mr. Grant – Yes

Mr. Lembke – Yes

2020-38 – Mr. Conrad made the motion to approve the minutes from the March 17, 2020 Election Day board meeting. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Abstain

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

2020-39 – Mr. Combs made the motion to approve the minutes from the March 18, 2020, COVID-19 board meeting. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

VII. Approval of Bills as of March 30, 2020

Mr. Conrad inquired about the entry on the bills for Clermont County Treasurer for labor and material-running cables. Director Carney advised the entry was for cables that we needed for the new network

and installation of printers, she will check to see if this is covered as part of the grant money. He also inquired about the copier lease and advertisement, the copier lease is our regular monthly payment and the advertisement is a charge back. He also asked if we were using the rubbing alcohol for the November election and if it has an expiration date. We will use it and it does have a date but the Director is not sure of the date.

2020-40 – Mr. Conrad made the motion to accept and pay the bills as of March 30, 2020. Mr. Grant seconded the motion. Upon roll call:

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

VIII. Personnel Matter – Terrie Latham

Terrie Latham asked to address the board.

IX. Director's Report

A. Installation of drop box for applications and voted ballots securely monitored 24 hours
Directive 2020-07 requires us to have a drop box. Director Carney has ordered a box and facilities will install it. The box must be monitored and the security cameras on the administration building will be aimed at our front door and box. We do not know if we will be reimbursed for the purchase or not.

B. We purchased vinyl gloves for our poll workers and the Director would like to donate them to the Clermont County Board of Health. The board discussed whether we will need them for the November election. We have other gloves the staff is using now to process mail. The cost of the gloves should be picked up from the state, but we should get approval before we donate them. The board suggested donating half of the order.

2020-41 – Mr. Grant made the motion to donate half of the gloves purchased for use at the polls during the primary election, provided after checking the legality of the donation because of the way they were allocated through the Secretary of State's Office. Mr. Combs seconded the motion. Upon roll call:

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

C. Precinct Election Official payment

Director Carney wanted approval to pay the precinct election officials that attended the training class and those that picked up and dropped off the election equipment.

2020-42 – Mr. Conrad made the motion to pay the precinct election workers for those that completed the training classes and picked up and returned election equipment. Mr. Grant seconded the motion. Upon roll call:

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

Chairman Lembke would like to be able to pay our election workers for Election Day as if they had worked, I do not think we can afford it on our own.

Director Carney advised the board that she received a letter from Miami Township Fire & EMS prior to Election Day. They advised her that we could not use the building as a polling location; we worked through that with the township's legal counsel. The Director also received a letter stating we could not use the building for the November election. She will be in contact with them again; they claim they are critical infrastructure. Our legal counsel is aware of the situation. Mr. Combs added that we are also critical infrastructure and our rights are, that we can use the building; we will start losing other locations.

D. Employee reviews

The Director stated they have started the review process by giving the staff the self-evaluations to fill out. Mr. Conrad is concerned that it has been three months and they have not received their increases. Mr. Combs added that it has been a busy time with the election and understands his concerns, we can retroactive their increases. The Board discussed how to better perform staff evaluations. The Director will work to get the reviews done and then schedule a special meeting. The Director stated in the past we got approximately 3% and the Director and Deputy Director was not given any of the 3% because there was other action taken to increase their salaries, she is asking for direction on how to divide the increases, it came as an increase for all employees. Mr. Combs suggested including the Director and Deputy Director and later on, we can go back to the commissioners. Mr. Lembke added that in 2018, we did not get all that we requested for the Director and Deputy Director, our management team is underpaid.

Mr. Combs asked how much money is being saved on the mail house and Mr. Dennison stated that it is now hard to predict since we are now at an all-mail election. Chairman Lembke inquired about how and who is paying for the postage paid return envelope. It goes to the same post office fund that the mail house is not directly paying for, it's paid to the business reply account. Mr. Combs added that if we are saving \$75,000, this is a good bargaining chip and we should save money every year after this. Chairman Lembke would like to see the final numbers once we are finished with the election. Director Carney explained we are not required to reprint the ballots and can continue to use the ballot stock on hand. We prefer to continue to use the mail house to print our ballots. We will use our pre-printed ballot stock (election day ballots) for provisional ballots.

E. Lora Richards

Lora Richards has been working part-time for us for several years. She was hired with a limit of 1,040 hours per year and is now close to 500 for the year to date. The Director would like her to come in and help with processing absentee ballot applications and is asking to allow her to have an additional 500 hours.

2020-43 – Mr. Combs made the motion to allow Lora Richards 500 hours extra to work, for the additional work needed in the office for the 2020 election, which may take her over hours, provided it does not go over the allotted hours as presented by law to receive benefits. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

X. Deputy Director's Report

A. Mail house use for extended vote by mail timeline pursuant to HB 197

Deputy Director Dennison contacted the mail house once we learned of the primary being an all-mail election. The mail house is ready to receive files from us and there is no change regarding the processing of ballots. We will use the Election Day ballots for any in-house voting and provisional voters. The mail-house is concerned about envelope stock and inserts, they did receive stock of 100,000. We have not received an invoice from them and they would like to pre-invoice us. They will invoice us through March 17, and want to invoice us \$0.25 per 100,000, which is \$25,000 on the front end and then the \$1.75 will be invoiced at \$1.50 because this will take us through November. Mr. Combs does not mind paying what we owe but if we front the money how would we collect if they owe us money back. Chairman Lembke added, Mr. Combs has a valid point but we will probably be using the envelopes for the November election. Chairman Lembke and Mr. Combs suggested talking with our legal counsel regarding this decision.

The Secretary of State made changes to the inserts on forms 12 & 12.1. This removes the mention on postage payment because the return envelope is now a postage paid envelope to return the ballot to us.

XI. Next Meeting Dates

April 22, 2020 at 10:00 am – Regular Monthly Meeting

April 28, 2020 at 6:30 am – Election Day Meeting (6:30 am – 7:30 pm for in-person voting)

May 27, 2020 at 10:00 am – Regular Monthly Meeting

XII. Motion to Adjourn

2020-44 – At 11:42 a.m., Mr. Combs made the motion to adjourn. Mr. Conrad seconded the motion.

Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

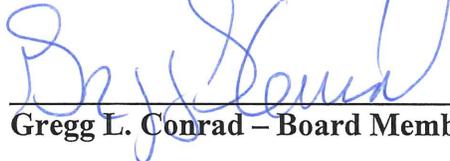
Mr. Lembke – Yes



Raymond W. Lembke – Board Chairman



Rick W. Combs – Board Member



Gregg L. Conrad – Board Member



Rick Grant – Board Member

Date May 19, 2020

**APPROVAL OF BILLS FOR BOARD MEETING
MARCH 30, 2020**

VENDOR	DESCRIPTION OF PAYMENT	AMOUNT
INVOICES APPROVED BY BOARD MEMBERS:		
A & A SAFETY	20 - 28" ORANGE CONES (USED)	\$ 181.00
BARRETT BROTHERS	PRECINCT KITS	\$ 2,808.00
BATAVIA POSTMASTER	ADD POSTAGE TO BUSINESS REPLY MAIL ACCOUNT	\$ 10,000.00
KIM BEARD	MILEAGE REIMBURSEMENT TO POLLS	\$ 78.78
CLERMONT CTY. TREASURER	LABOR/MATERIAL RUNNING CABLES	\$ 8,007.60
CLERMONT SUN	ADVERTISING - NEW RICHMOND SCHOOL	\$ 115.50
CLERMONT SUN	ADVERTISING - WILLIAMSBURG SCHOOL	\$ 168.00
CLERMONT SUN	ADVERTISING - WEST CLERMONT SCHOOL	\$ 110.26
CLERMONT SUN	ADVERTISING - NOTICE OF PRIMARY	\$ 399.00
CULLIGAN WATER	BOTTLED WATER	\$ 49.51
DONNELLON MCCARTHY	COPIER LEASE 1-15-20 TO 2-14-20	\$ 849.38
DONNELLON MCCARTHY	COPIER LEASE 2-15-20 TO 3-14-20	\$ 884.16
DONNELLON MCCARTHY	COPIER LEASE 3-15-20 TO 4-14-20	\$ 849.38
DONNELLON MCCARTHY	COPIER USAGE - 2-11-20 TO 3-10-20	\$ 376.53
ELECTION SOURCE	50 DUO VOTING BOOTHS (FROM 2019 BUDGET)	\$ 9,930.68
E. S. & S.	BALLOTS - PRIMARY	\$ 775.00
E. S. & S.	ELECTION SUPPORT - SHEBESTA 11-21-19 & 12-20-19	\$ 3,400.00
E. S. & S.	ELECTION DAY BALLOTS - 3-17-20	\$ 32,161.70
E. S. & S.	TEST BALLOTS 3-17-20	\$ 1,434.68
ESSVR	TOKENS FOR DIMS SOFTWARE (20)	\$ 652.56
STEPHANIE HAIGHT	REIMBURSEMENT FOR TRAINING CLASSES	\$ 334.02
HATHAWAY STAMPS	4 SELF INKING STAMPS FOR ABSENTEE DEPARTMENT	\$ 100.80
LEANN HELTON	MILEAGE REIMBURSEMENT TO NURSING HOME	\$ 19.55
LOVELAND GRAPHIX	BANNERS - POLLING PLACE CHANGES	\$ 380.00
OFFICE DEPOT	CLASP ENVELOPES	\$ 54.01
OFFICE DEPOT	LABEL MAKER RIBBON-PAPER	\$ 74.25
OFFICE DEPOT	MISC OFFICE SUPPLIES	\$ 139.72
OFFICE DEPOT	TONER - DELL	\$ 62.79
OFFICE DEPOT	MISC OFFICE SUPPLIES	\$ 50.44
OFFICE DEPOT	RUBBING ALCOHOL - 14 CASES	\$ 398.86
OFFICE DEPOT	TONER & PAPER	\$ 248.43
OFFICE DEPOT	CARD STOCK & LABELS	\$ 56.28
OFFICE DEPOT	TAPE GUN	\$ 27.99
PATRIOT SIGNS	30 SIGNS FOR POLLS-VOTE HERE & HAND. ACCESS	\$ 135.00
PITNEY BOWES	RED INK FOR POSTAGE MACHINE	\$ 220.39
PITNEY BOWES	POSTAGE FOR POSTAGE MACHINE	\$ 8,000.00
MARGARET RAABE	MILEAGE TO NURSING HOMES	\$ 44.87
MARGARET RAABE	MILEAGE TO NURSING HOMES	\$ 51.76
MARGARET RAABE	MILEAGE TO NURSING HOMES	\$ 30.48

Rebecca Rudd

From: Rebecca Rudd
Sent: Wednesday, March 18, 2020 10:05 AM
To: clermont sun
Subject: meeting notice
Attachments: 2020 march 30 - mtg date chg.doc

Good Morning,

Please be advised and post as a PSA (no cost) the attachment regarding the date change for an upcoming March Clermont County Board of Elections board meeting. 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

Clermont County Board of Elections Notice of Change of Meeting Date

The Clermont County Board of Elections has re-scheduled the March 2020 Regular Monthly Board Meeting for:

Monday March 30 at 10:00 a.m.

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

Julia Carney – Director

