

Madison County Board of Elections

Meeting Minutes – Regular Session (Teleconference)

December 16, 2020 at 3:00 P.M.

The Madison County Board of Elections held a teleconference meeting on Wednesday, December 16, 2020. Joining the meeting: Jerry Wallin, Chair; Ray Lewis, Secretary; Brian Ball, Member; Dyatt Smathers, Member; Sandra Tolley, Member; Kathy Ray, Director; and Jacob Ray, Deputy Director.

Call to Order:

Chair Wallin called the meeting to order at 3:00 p.m.

Agenda:

Motion, Seconded (DS, JW) and Carried (5,0) to approve the agenda as presented.

Members' Reports:

Chair Wallin commended the recount work and staff.

Minutes:

Motion, Seconded (RL, BB) and Carried (5,0) to approve the November 10, 12, 13, 19, 20, 23, 30, and December 7, 2020 meetings' minutes.

Director's Report:

The Director provided the current December 2020 budget revenue and expenditure report. Discussion ensued regarding the receipt of the Cares Act Supplemental Grant Funds reflected in the Salaries Temporary (4170.1260) and Professional Services Other (4170.1990) line items. She informed the Board that the Cares Act and HAVA Subgrants funds were administered by the State Board of Elections and disbursed to the county as reimbursement requests for COVID-19 supplies, materials, and staff costs are submitted.

The Director informed the Board that she is working with the payroll/benefits coordinator to determine the allowable staff costs for grants reimbursement. Discussion ensued regarding the use of any remaining funds once allowable staff costs are prepared for submission.

The Deputy Director informed the Board that the AutoMark Ballot Marking rental equipment was on schedule to be returned to Printelect. Discussion ensued regarding the rental fees, purchase prices, and annual maintenance fees for both the AutoMark and ExpressVote Ballot Marking

devices. The Board and Deputy Director will address the procurement of ballot marking equipment prior to the November 2021 municipal elections.

The Deputy Director provided the Board with a report on the surplus Personal Protective Equipment (PPE). He recommended that the surplus supplies be offered to the school system. Chair Wallin requested enough masks and wipes be withheld for future in-person board meetings.

Motion, Seconded (DS, RL) and Carried (5,0) to allow the donation of the surplus PPE to the school system.

The Deputy Director continued his report by informing the Board that the county maintenance director is working with the owners of Addison Farms Vineyard to develop a plan to repair the broken doorway threshold at the Sandy Mush Precinct polling site.

Other Matters:

A discussion ensued regarding office staff and missed holidays.

Motion, Seconded (DS, RL) and Carried (5,0) to allow the staff to close the Board of Elections office Monday, December 21st – Wednesday, December 23rd in lieu of lost holidays.

A discussion ensued regarding the need for more data on COVID-19 staff costs from the payroll/benefits coordinator.

Motion, Seconded (RL, JW) and Carried (5,0) to continue the meeting on Friday, December 18, 2020 at 4:00 p.m.

Meeting Continuation:

Chair Wallin called the meeting back into session on Friday, December 18, 2020 at 4:00 p.m. All Board members, the Director, and Deputy Director joined the meeting.

The Director reported that the State Board of Elections legal department had issued an email with guidance to counties regarding the allowable uses of Cares Act Subgrant funds for overtime, hazard, bonus, and incentive pay. She informed the Board that the County Attorney advised the Board of Elections to prepare a resolution for the disbursement of any Cares Act Subgrant funds in the form of daily bonuses for office work and board members while responding to the coronavirus pandemic and preparing for the election.

Motion, Seconded (DS, BB) and Carried (5,0) to adopt and approve a resolution to disburse any remaining Cares Act Subgrant funds that are above and beyond allowable staff costs and invoices for supplies, materials, and services to the office staff and Board members on a

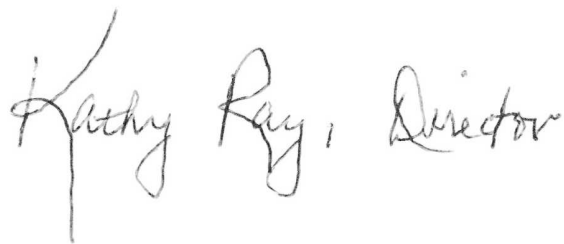
percentage basis according to the number of days worked prior to Election Day in high level exposure and hazardous conditions.

The resolution will be forwarded to the North Carolina State Board of Elections with a request for any remaining funds to be sent to the county for disbursement to office staff and Board members accordingly.

The Director informed the Board that a manual edit was needed to the canvass election results as per the results of the November 20-23, 2020 Machine Recount for the North Carolina Supreme Court Justice Seat 01 contest. The machine recount results reduced the vote count by one (1) vote for candidate Cheri Beasley in the North Marshall Precinct absentee results. The Board gave the Director permission to perform the manual edit to the canvass results. Member Smathers requested that Unity Block Style Canvass Reports for before and after the manual edit be forwarded via email to the Board members.

Adjournment:

Motion, Seconded (DS, JW) and Carried (5,0) to adjourn at 4:17 p.m.

A handwritten signature in cursive script that reads "Kathy Ray, Director". The signature is written in black ink on a white background.