

Madison County Board of Elections

Meeting Minutes

May 22, 2020 Meeting

The Madison County Board of Elections held a telephonic meeting on Friday, May 22, 2020. In attendance: Jerry Wallin, Chair; Ray Lewis, Secretary; Dyatt Smathers, Member; Sandra Tolley, Member; Brian Ball, Member; Kathy Ray, Director; and Jacob Ray, Deputy Director.

Call to Order:

Following a brief pause to provide the password to join the telephonic meeting, Chair Wallin called the meeting to order at 9:10 a.m.

Agenda:

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

Members' Report:

Chair Wallin reported on the Tuesday, May 19 Commissioner's meeting and complimented the Director's presentation. He summarized the Voting Site Sanitation Plan.

Minutes:

Motion, Seconded (DS, JW) and Carried (5,0) to approve the April 21, 2020 meeting minutes.

Director's Report:

The Director reported on the April 30 budget report and the amendments she has requested of the Commissioners to fund the June 23 Second Primary. She also informed the Board of an upcoming meeting with the county manager regarding the 2020-2021 fiscal year budget proposal.

The Director informed the Board of Elections that the Commissioners considered an option to finance new voting equipment (ExpressVote Ballot Markers) but did not feel comfortable with purchasing at this time due to the unforeseen circumstances created by the COVID-19 pandemic. The Commissioners did take action and signed the March 3rd Primary Election rental agreement for the AutoMark Ballot Markers, approved a rental agreement for the AutoMark Ballot Markers for the June 23rd Second Primary Election, and approved the negotiation of a rental agreement for the AutoMark Ballot Markers for the November 3rd General Election. Commissioners were apprised of the need to provide additional funds for professional cleaning services for the June 23rd polling sites.

The Director presented the Board of Elections with an updated calendar and covered upcoming election meetings and events.

New Business:

Moved, Seconded (DS, BB) and Carried (5,0) to close the Board of Elections office and move the Memorial Day holiday to Friday, July 10th for the employees.

Moved, Seconded (DS, BB) and Carried (5,0) to move the regularly scheduled June 17 meeting to June 16 at 4:00 p.m.

Moved, Seconded (DS, BB) and Carried (5,0) to move the regularly scheduled July 15 meeting to July 6 at noon.

Moved, Seconded (BB, DS) and Carried (5,0) to approve the media and equipment polling site assignments (see Addendum 1).

The Director provided a detailed explanation of the *Voting Site Setup and Sanitation Plan for COVID-19 Risks* and information related to professional cleaning services.

Moved, Seconded (DS, JW) and Carried (5,0) to allow the Director to enter a service agreement with a local cleaning company to provide professional cleaning services for the June 23 Second Primary Election.

The Director informed the Board of additional duties that poll workers will be responsible for including temperature checks and assisting with voter traffic at the entrances to the polling sites. She requested that the Board allow all one-stop poll workers to work full time, including overtime, to perform the additional duties necessary to keep polling sites safe during the COVID-19 pandemic.

Moved, Seconded (DS, ST) and Carried (5,0) to approve the one-stop staff and Election Day judges as presented.

Moved, Seconded (RL, ST) and Carried (5,0) to approve the renewal of the lease agreement with Laurel Community Center.

Moved, Seconded (JW, BB) and Carried (5,0) to approve Karen Sue Vilcinskis as the Temporary Replacement Democratic Judge for the Hot Springs Precinct for the June 23rd Second Primary Election.

Moved, Seconded (RL, ST) and Carried (5,0) to approve Doris Capps as the Temporary Replacement Democratic Judge for the Beech Glen Precinct for the June 23rd Second Primary Election.

Final Members' Comments:

Member Smathers requested the June 2nd meeting be in-person if at all possible.

Adjournment:

Motion, Seconded (BB, DS) and Carried (5,0) to adjourn at 10:25 a.m.

Chair Jerry Wallin

Secretary Ray Lewis

Addendum # 1

**Madison County Board of Elections
June 23, 2020 2nd Primary Election
Voting Equipment and Media**

DS2005	AUTOMARKS	LAPTOPS	PRECINCT/POLLING PLACE
DS0318411950	AM0308420940	RC1: J1MLDX2 SA1: 81MLDX2	Back Up
DS0319320078	AM0206462749	MH1: C4MLDX2 MH2: 43MLDX2	Mars Hill Election Day
DS0319320030	AM0308420022	NM1: 86MLDX2 NM2: D2MLDX2	North Marshall Election Day
DS0319311522	AM0308420090	HS1: 90MLDX2 HS2: 92MLDX2	Hot Springs Election Day
DS0319320094			Training / Back Up
DS0319311693	AM0308420090	HS1: 90MLDX2 HS2: 92MLDX2	Hot Springs Community Center One Stop
DS0319320032			Provisional
DS0319320092	AM0308420940		Transfer – Main Office
DS0319311546	AM0308420022	NM1: 86MLDX2 NM2: D2MLDX2	Board of Elections – One Stop
DS0319320082	AM0206462749	MH1: C4MLDX2 MH2: 43MLDX2	Mars Hill Public Library – One Stop
DS0319320166			Absentee Mail-In