

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS
FOR WASHINGTON COUNTY

The Board of Election Supervisors held its regular monthly meeting on Tuesday, February 14, 1989 at the Board office. The meeting was called to order by President Ralph A. McCauley at 2 P. M.

The following were recorded present:

Ralph A. McCauley, President
Oscar W. Spigler, Democratic Member
Walter F. Bell, Jr., Republican Member
Geraldine M. Harmon, Republican Alternate
Dottie Waters, Chief Clerk II
Daris Phillips, Chief Clerk I

MINUTES:

The minutes of the last meeting held on January 10, 1989 were approved as submitted.

CORRESPONDENCE:

President McCauley read a letter received from the Bureau of Internal Audit for Carroll County doing a survey on the election office. Dottie answered his questionnaire and prepared an organizational chart of our Department, which is attached.

Mr. McCauley read the memo to Barry Teach requesting a line item change of \$1,370 from Office Supplies to Capital Outlay for a copier for the office. Dottie advised the Board that this request has been approved and the copier has been ordered.

Mr. McCauley read the letter from the Town of Williamsport asking permission to use two voting machines for their town election to be held on March 6, 1989. Dottie has checked with Ted Wolford and the Roads Department will move them without charge. Bill Dorsey, our machine custodian will be setting up the machines. The Board approved the use of these machines.

OLD BUSINESS:

Dottie advised the Board that H.B. 478 has been entered by the Washington County Delegation to increase the compensation for Chief Judges from \$60 to \$75 per each election day and other judges from \$50 to \$65 per day. Delegate Callas had gotten this approved by the County Commissioners before entering the bill.

Dottie advised the Board that our W2 forms for 1988 were correct, but nothing has been done for our payroll insurance and retirement deductions for 1989. Jim Young is waiting for a letter from State Personnel, which Marvin Meyn has promised is forthcoming.

NEW BUSINESS:

Dottie distributed copies of the estimated cost of the Primary and General Elections held in 1988.

Dottie discussed the need for a small copy machine for the office. She said this was necessary when copies have to be made immediately and because the machine room upstairs is closed many times when our office is open. This is also needed because of long lines at the machine upstairs and too much time wasted while waiting in line. The Board suggested that we get these needs and the amount of copies we run to present to the County Commissioners when asking for a copy machine.

The Board discussed when we will have Sam McAfee here to conduct a school on voting machine preparation. The Board decided to wait until after June 1, 1989, in case there are new Board members appointed.

Dottie reported on the planning meeting that she and Jean Calhoun attended in Annapolis on January 5, 1989. They are now preparing for Phase 2 of the 1990 Census Redistricting Data Program. We must fill out a form on each election district and have these in by February 28.

The Board discussed the lack of communication from the State Office on our benefits and other personnel matters. Mr. McCauley will talk to Mr. Meyn regarding this.

The Board authorized Dottie to call Marvin Meyn and ask him to contact Mr. Jim Young, Director of Finance, concerning the office staff staying on the County payroll with proper deductions being made for insurance benefits and State retirement.

Motion by Oscar Spigler and seconded by Geraldine Harmon that the meeting be adjourned at 3:15 P. M. Motion carried.

The next regular Board meeting will be held on February 14, 1989 at 2 P. M.

Respectfully submitted,

Dorothy M. Waters

Dorothy M. Waters,
Chief Clerk II