

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS  
FOR WASHINGTON COUNTY

The Board of Election Supervisors for Washington County held its regular monthly meeting on Tuesday, October 12, 1993 at the Princess Royale in Ocean City. The meeting was called to order at 4:40 P.M. by President Coss.

The following were recorded present:

Richard L. Coss, President  
Daris A. Phillips, Democrat Member  
Walter F. Bell, Jr., Republican Member  
Jason A. Malott, Democrat Alternate  
Charles L. Mobley, Jr., Republican Alternate  
Jean D. Calhoun, Administrator  
Dorothy M. Kaetzel, Chief Clerk I  
Kaye E. Robucci, Election Registrar  
Sharon C. Mackereth, Election Registrar

MINUTES: The minutes of the meeting held on September 14, 1993 were approved as submitted.

PERSONNEL: Jean informed the Board Members that Barry Teach, County Administrator, called her regarding the approval of the salary increase for the Board's attorney effective October 1, 1993. This has been added to the budget.

Copies of a 1983 letter from Richard Israel, Assistant Attorney General, regarding substitute members' rights and privileges distributed. This letter advised that substitute members of a county election board may make and second motions in the course of a board's meeting.

CORRESPONDENCE: Jean distributed copies of a memo from Elizabeth Nilson to Nancy Crawford regarding State liability for accidents at privately owned polling places. The State of Maryland does not provide for this coverage. Jason reported that he received a phone call from the minister at St. Andrews Church questioning this same problem if the church would be used as a polling place for district 26-3. After discussion, Walter suggested that our attorney research this and give an opinion as to alternatives available to this problem. A letter will be sent to Rev. Sandell at St. Andrews telling him that the Board is researching for an answer to the liability problem.

Copies of letter from Marvin Meyn informing the Board that SABEL is working on the certification for the OPTECH IIIP Eagle distributed. As of this date, specs have not yet been sent out. Jean will check with Karen to see where she is with the specs for bids. The Board was advised that John Reynolds and Bob Gerencer from BRC will be coming to the office on Tuesday, October 19 to answer any questions.

Polling places progress report:

27-2 - No Progress

20 - Jason talked to Delancy Catlett who suggested that the Board members should attend a meeting of the Ruritans on a second Wednesday of the month. After discussion, decision made not to attend a Ruritan

Jean explained to the Board members the information related to her by Annajean Bitner, Personnel Office, regarding liability insurance the County has. After discussion, decision made to take out a "special events policy" for polling places on election day to cover Board agents, members, staff and employees for negligence on their part on election day.

Copies of Invitation to Bid for Optech III P-Eagle distributed to Board members. After reviewing and discussing Invitation to Bid, the Board members wanted Option I for six year lease removed since Option II for seven year lease was the Option desired. Inquire as to where the purchasing agent for the County got the \$1 figure as a buyout at the end of lease term.

Jean reported on the meeting with John Reynolds and Bob Gerencer from Business Records Corporation held on October 19, 1993. Jean informed the Board members that, according to John and Bob, if the Optech III P-Eagles would be stored in Chicago, the cost would be \$15,000 a year less. Also, the fair share for the City of Hagerstown to pay would be \$18,000 per year, a cost that would be too much for the City to pay.

Polling Places: District 20 - Jean will send a letter advising that the Board be informed as to what the intent is for making that polling place accessible and the need to report back by Jan. 14, 1994 whether they are making the necessary changes or not.

District 11-2: Jean will schedule a date to go and check the Potomac Valley Fire Hall for accessibility.

District 22-2: This area to be surveyed for another polling place before next meeting.

District 27-2: No progress to report. Jim Mobley will check some churches and Avalon Manor Nursing Home for possible polling places.

District 14-1: Letter to be sent advising the same as for District 20 and informing also that if the polling place is going to be made accessible for the handicapped, changes would need to be completed by May 1, 1994.

Reports made pertaining to machine custodians' pay for counties contacted at Biennial meeting: Allegany, Baltimore City, Baltimore County, Calvert, Dorchester, Garrett, and Wicomico.

NEW BUSINESS:

Jean distributed copies of the Biennial meeting survey needed to be completed and returned, copies of election official survey from MAEO, draft copy of bills from MAEO submitted for 94 General Assembly.

Christmas Party: December 2, 1993 - 6:15 P.M. - Howard Johnson's Fireside Restaurant.

President Coss advised the Board that he had raised a question at the SABEL meeting regarding upgrading the Chief Clerk I position to Chief Clerk II at this office and was informed that could be a possibility at this time.

Next Board meeting scheduled for December 14, 1993 at 2:00 P.M.

Page 3

Jason motioned, seconded by Daris, meeting be adjourned at 3:40 P.M.

Respecfully submitted,

*Dorothy M. Kaetzel*

Dorothy M. Kaetzel  
Chief Clerk I