

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS
FOR WASHINGTON COUNTY

The Board of Election Supervisors for Washington County held its regular monthly meeting on Tuesday, December 14, 1993, at the Board Office. The meeting was called to order at 2:00 P.M. by President Coss.

The following were recorded present:

Richard L. Coss, President
Jason A. Malott, Democrat Alternate
Charles L. Mobley, Jr., Republican Alternate
Mark P. Brugh, Attorney
Jean D. Calhoun, Administrator
Kaye E. Robucci, Registrar

In the absence of Walter Bell and Daris Phillips; Charles Mobley, Jr. and Jason A. Malott sat in.

MINUTES: Motion made by Jim, seconded by Jason, that the minutes of the meeting held on November 9, 1993 be approved as submitted.

CORRESPONDENCE: Letters to Delancy Catlett (Dist. 20) and Arthur F. Bayer (Dist 14-1), regarding the accessibility of the polling places were distributed. Letters stated they had until January 14, 1994 to notify the board in writing of their intentions to correct the existing deficiencies. If we do not hear from them we will proceed with alternative polling places.

Letter to Reverend Sandell informing him of the Board's decision to take out a Special Events liability insurance policy to cover the Board and its agents was distributed.

Letter from Reverend Sandell, informing us of their approval to have St. Andrew Presbyterian Church be used as a polling place for 26-3 was distributed.

Letter from Gene M. Raynor stating that SABEL had certified BRC's Optech III-P Eagle on November 10, 1993 was distributed.

OLD BUSINESS: Jean informed the Board that the bid from BRC had been reviewed and all questions had been answered by John Reynolds. On Friday, December 10, Jean informed Karen Luther, Purchasing Agent, that everything appeared to be in order. Ralph France, County Attorney, also reviewed the bid. The County Commissioners will meet on Tuesday, December 21, to make a decision on the voting system. Letter from Karen Luther to the County Commissioners informing them that the Election Board would like to recommend Option 2, the seven year full service agreement was distributed. Jim made a motion to endorse Business Records Corp. bid for Option 2 in the amount of \$753,368 for 7 years and recommend approval by the Washington County Commissioners. Jason seconded the motion.

Jean reported that upon approval of the new voting system, she suggested using the League of Women Voters to assist with the public education.

sheets pertaining to the OPTECH III P-Eagle Voting System as well as memo to Barry Teach, County Administrator, regarding health care rates.

OLD BUSINESS: Board members advised of the go ahead on the new election maps. Cost - \$6156 for 5000 maps which should last ten years.

Liability Insurance: Copies of the quotes for liability insurance received from Wright-Gardner Ins. Co. distributed to Board Members. Essex Ins. Co. - \$3334.50, Northfield Ins. Co. - \$5,625.00. Mark, Board Attorney, informed the Board that the County Attorney felt this was an unnecessary expense since the County policies will cover same. Mark will write a letter to Ralph France, County Attorney, confirming this.

Polling Places: District 14-1 - Daris called Mr. Arthur Bayer and Mr. Bayer stated that they still do intend to make their polling place accessible. He was not in favor of using the church in Ringgold as a polling place. If polling place not made accessible the other option would be to go out of the district for an accessible place - possibly Smithsburg Elem. School.

District 27-2 - Daris visited Jim Stauffer, Pastor at Paramount Brethern in Christ Church, who gave permission to the Board to use that church for a polling place. Daris will do accessibility survey.

Accessibility survey not completed yet for District 26-3. Mark did complete surveys for districts 11-2 and 21-2. Both are accessible and at North Hag. High School, 21-2, the lobby will be used for voting.

Copies of the resolution for district 22-2 distributed. Arthur Mellott approved using the Army Reserve Center as polling place for this district. Board needs to select a room. Resolution approved by Board Members.

Jean advised the Board that she had written a letter to Karen Luther, purchasing agent for the County, regarding getting bids for the AVM's. Eight of the machines will be going to the municipalities in the county and the other 159 will be put out on bid.

After some discussion pertaining to the Election Officials Instruction Manual from Anne Arundel County, proposal made to modify this manual to work for us.

NEW BUSINESS:

The election official labels received for poll workers to wear while working at the polls. Jean informed the Board that the names would be printed on the labels using the personal computer. Walter will order additional badges as needed for Board Members, staff and attorney.

Jean told Board members that the Directional Signs she wished to