

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS
FOR WASHINGTON COUNTY

The Board of Election Supervisors for Washington County held its regular monthly meeting on Tuesday, August 9, 1994 at the Board Office. The meeting was called to order at 1:30 P.M. by President Coss.

The following were recorded present:

Richard L. Coss, President
Daris A. Phillips, Democrat Member
Charles L. Mobley, Jr., Republican Member
Jason A. Malott, Democrat Alternate
Mark P. Brugh, Attorney
Jean D. Calhoun, Election Director II
Dorothy M. Kaetzal, Deputy Election Director I
Terry Headlee, Herald Mail Reporter

MINUTES: Jason motioned, seconded by Daris, that the minutes of the meeting held on July 7, 1994 be approved as submitted.

PERSONNEL: Copies of letter of resignation from Walter Bell, former Republican Board Member, distributed. Also, copies of memo to Alan J. Davis, Personnel Director for Washington County, in regards to Charles L. Mobley replacing Walter F. Bell, Jr. as a regular member of the Board of Election Supervisors and to put him on the payroll effective July 1, 1994. Copies of memo Jean wrote to Gene Raynor, Administrator, SABEL, distributed. In this memo, Jean did request Mr. Raynor to do anything he could to speed up the process of getting a substitute Republican Board Member since the elections are fast approaching.

Mr. Mobley informed Board Members that he had gotten his commission and was sworn in today.

CORRESPONDENCE: Board members were given copies of the following: letter to Richard Roulette regarding the Board members' overtime salary, letter from Ralph France, County Attorney, in response and memo from Alan Davis to Barry Teach, County Administrator. After meeting with the Commissioners on this date, Board members were informed that the money for their services during election time would be reinstated. In the future, instead of calling this overtime pay it will be referred to as additional compensation. Line item will be #404-01 with notation election years that would specify the amount and year that it covers. Discussion held regarding the possibility of entering a bill in the next State Legislature in an effort to get this changed in the law.

OLD BUSINESS: Jean reported on the luncheon for the machine custodians. Each of the custodians was presented with a plaque signed by the County Commssioners.

Jean told Board members that the about half of the mailers pertaining to the new voting system have been sent. Two high school students have assisted with putting labels on the mailers to get service hours needed to graduate.

Jean distributed copies of a sample letter that was sent to each contact person at every polling. Enclosed with the letter was a room layout drawing for the appropriate polling place. Dennis Bengston has copies of each layout drawing to give to the men who will be delivering the voting equipment.

Jean reminded Board members of dates for poll worker training classes: August 10 at 8:30 A.M., 1:30 P.M. and 7:00 P.M. in conference room at County Office Building and August 18th and 23rd at South Hagerstown High School - 7:00 P.M.

NEW BUSINESS: Jean informed the Board members that each ballot style had been posted for the required five days. Roberts and Sons of Birmingham, printer, had sent some of each ballot style so the absentee ballots could be mailed. Absentee ballots were mailed out on Wednesday, August 3.

Discussion held regarding ways to publicize the ballot and the new voting system now instead of waiting until closer to the time of the election. Suggestion made to contact the Antietam Cable TV in an effort to get the TV station to do a segment after the candidate forums and to contact Terry Headlee at the Herald Mail to get an article in the newspaper soon as well as closer to the election. Terry Headlee entered meeting at 2:30 P.M. and the Board members discussed this with him as well as maps showing the two new election districts in the article, districts 26-3 and 10-3, and to mention the changes in location of three polling places.

Board members were told that the office would be open on Monday, August 15 until 9:00 P.M. due to last day to register to vote.

Arrangements were made to pick up the election materials from SABEL. Jim Mobley volunteered to drive to Annapolis and get these.

Copies of letter that was sent to Central Committee Chairmen and other appropriate persons regarding the Logic and Accuracy Test that will be held on August 30 at 8:30 A.M. distributed.

Discussion held regarding the signs that need to be posted at the locations of polling places which will not be used in the upcoming elections. Signs would direct voters to new polling place locations. Decision made to have a copy of the letter that was mailed to voters in the 26-3 district advising them of their new polling place, on hand at the 26-2 district which was their previous polling place. Likewise, the district 10-1/10-3 letter. Polling place signs will be put up on Monday evening before the election. Mark stated he possibly could get students from a class he instructs at Hag. Jr. College to assist in making signs as well as posting them.

Poll worker training assignments reviewed with Board members.

Next Board meeting will be held on September 8th, 1994 at 2:00 P.M.

Jason motioned, seconded by Daris, that the meeting be adjourned at 3:20 P.M.

Respectfully submitted,
Dorothy M. Kaetzel
Dorothy M. Kaetzel, Deputy Elec. Director I