

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS
FOR WASHINGTON COUNTY

The Board of Election Supervisors for Washington County held its regular monthly meeting on Thursday, September 8, 1994 at the Board Office. The meeting was called to order at 2:15 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
Jean D. Calhoun, Election Director II
Dorothy M. Kaetzel, Deputy Election Director I

MINUTES: Jason motioned, seconded by Jim Mobley, that the minutes of the meeting held on August 9, 1994, be approved as submitted.

PERSONNEL: Jean informed the Board Members that Dorothy M. Waters has been appointed Alternate Republican Member of the Board and her certification is in the Clerk's Office. She will be swearing in on Monday, Sept. 12, 1994.

CORRESPONDENCE: Copies of the letter sent to Dale Jones, Chief of the Hagerstown City Police Department distributed. Letter was in regards to designated parking for handicapped and elderly persons at two polling places, Hagerstown City Hall and Bethel Gardens Community Room, and also requesting meter parking for the Board members and technicians behind the County Office Building for the upcoming elections. Richard has delivered those signs to City Hall and Bethel Gardens and will place signs on the meters behind the County Office Building on Monday evening, September 12. Jean distributed to the Board Members copies of the letter from Wayne F. Gersen, Superintendent of Schools, that had been sent to all the candidates to clarify the policy of the Board of Education regarding campaign signs on Board property.

Instructions from the Attorney General of Maryland to the Registered Voters of Maryland for the Operation of the OPTECH III-P Eagle Voting System distributed; also, copies of memo to principals and head custodians at the schools that are being used in the upcoming elections with instructions to follow in preparation for the Elections to be held in their schools. Copies of memo from Gene Raynor, Administrator, SABEL, regarding transmitting the unofficial Democratic and Republican election night results for statewide offices.

OLD BUSINESS: Jean reported on the distribution of the OPTECH voting equipment. Instead of two trucks on this date there was only one but on 9/9 there would be two or three trucks doing the delivery.

Jean also informed the Board members that the mailers regarding the new voting system have all been sent.

Jean reported that the back page ad "Notice to Voters" would appear in the newspaper on Sept. 9 and Sept. 12.

NEW BUSINESS: Richard submitted a completed Survey of Polling Place Accessibility for District 14-1 and Jason for District 20. Both polling places are handicapped accessible.

In order to aid the poll workers with the heavy ballots, on election night when the poll workers return to the election office with their supplies that all of the unused ballots be put into one of the large ballot boxes which is on wheels and taken to the basement. On election night after the polls close, the unopened, unused ballots will not be put into the bottom of the transfer case as originally planned, but will be carried to cars by the poll workers. Board members will discuss this with the chief judges on election day when they are visiting the polling places.

Jean told Board members that she did have to purchase 15 more of the transfer cases since some of the precincts needed two instead of one. Price was \$40 each.

Jean will finish making the necessary signs for some of the polling places over the weekend. Dorothy will post the 26-2 and 26-3 signs, Daris the 10-1 sign, Jason the district 2 sign and Jim will post Hause's and Paramount School signs. Richard informed the Board members that there still was no curb cut at Emma K Doub School so he will take the handicap parking signs for the polling place and put them in the proper places.

Election day schedule reviewed. Jim reported that he has two certain volunteers and one possibility plus some scouts, possibly nine, to help on Saturday to give out supplies to poll workers. Election night, one certain volunteer and one possibility but waiting to hear from scouts.

Since Walter Bell, past Board member who resigned, was the secretary for the Board, Richard motioned, seconded by Daris, that Charles Mobley be made the new secretary. Motion carried.

Schedule was set up for Board members to visit the polling places on election day. Richard - Leg. District 3 + 10-2, 18-2, 10-3 and 10-1. Jim - Leg. District 2B minus district 20, 6, 18-2 and 10-3. Jason - Leg. District 2A + 20, and minus 10-2 and 10-1. Daris and Dot will split Leg. District 2C.

Copies of the election day menu distributed.

Jim Mobley has revised some of the certifications that the poll workers need to complete on election day. This has been tabled until after the Primary election because it's too late to change them now.

Next Board meeting to be held on October 11, 1994 at 2 P.M.

Jason motioned, seconded by Daris, that the meeting be adjourned at 4 P.M.

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