

MINUTES

**WASHINGTON COUNTY BOARD OF ELECTION
October 11, 2011**

**35 W. Washington Street
Hagerstown, MD 21740
240-313-2050**

Present:

Board

John Benchoff, Board President
Carroll Earp, Vice President
Eileen Wiggins, Member
Tammy Downin, Secretary
Roger Schlossberg, Board Attorney

Staff

Kaye Robucci, Election Director, I
Sharon Mackereth, Election Deputy Director, I

John Benchoff called the meeting to order at 2:06 PM. There was a quorum present. Colonel Clyde Tate, Former Board Member, was present for today's meeting.

Approval of Minutes of September 13, 2011:

John Benchoff asked if the Board had any corrections or modifications to the minutes of the September 13, 2011 Board Meeting. Motion was made by Carroll Earp to accept the minutes as written; Eileen Wiggins seconded. Approved as submitted.

Addition/Changes to the Agenda:

None

Correspondence:

A. Proposed Redistricting Map – E-Mailed to Board.

Kaye Robucci informed the Board that opposition to the redistricting has been placed.

B. August 12th MAEO Minutes – E-Mailed to Board.

C. New Ethics Ordinance for Washington County –

The County Commissioners have approved a revised County Ethics Ordinance. The form used for candidates upon filing for office will possibly be revised. All county officials appointed and elected have to file this form. The Election Board members file the State Ethics form which is due April 30th of each year.

The Board agreed to table further discussion of this matter until the November 8th, Board Meeting.

Reports –

A. Exchange Club –

Kaye Robucci reported on her presentation at the Exchange Club meeting on September 22, 2011. Kaye informed the members about the upcoming 2012 Presidential Elections. The Club members responded with many questions.

B. City of Hagerstown Annexed Voters –

Roger Schlossberg provided further information on the City of Hagerstown annexed voters. The more we dig into this issue the more complicated it seems to get. There is a real need in having these district lines adjusted. Washington County is a Commission County and hence we have no power to change district lines. Only Charter Counties have the power to change district lines when parcels of land are annexed into a municipal district.

Roger was able to get in touch with Karl Aro, Executive Director of Legislative Services. Roger found him to be very helpful. Mr. Aro is on the State Re-districting Board and he is familiar with Washington County and the areas being annexed. District lines are used in land records and property tax boundaries. Mr. Aro's suggestion was to set up a new separate district just for these annexed voters that way their confidentiality issue would not be a problem.

Kaye Robucci stated that we just paid to have ELECTrack software updated to accept these City areas. It would be a hardship getting anymore changes at this time. Kaye asked the Board if we would be permitted to send these voters to a city district polling place to vote. This office would send out voter notification cards to the affected voters. Roger suggested changing the wording on the voter notification cards to read "For the next 2012 Presidential Primary and General Elections your polling place is - _____." We would send a cover letter along with the VNC explaining why this is necessary. The deadline to create or change a precinct boundary or polling place is January 3, 2012. We do have some time to decide which way to proceed

Old Business –

A. Early Voting site and Early Voting Agreement –

Kaye Robucci informed the Board that the State is beginning to advertise the Early Voting sites. The State has not asked us about our agreement at this point. The county is working with the Red Cross officials on the wording. The County Commissioners will have to approve the agreement. Roger Schlossberg will contact John Martirano, County Attorney, to inquire about where the agreement stands.

Kaye informed the Board about our visit to the Red Cross Building with Norman Bassett, Office on Disability Issues, and his opinion on the handicap entrance at the Red Cross. Mr. Bassett's opinion is that the handicap entrance is a slope - not an incline. Kaye will go ahead and reserve Deputies to patrol the area during Early Voting.

B. The Resolution for Districts 8, 24-1 and 24-2 –

The Board was presented with the Resolutions that our Board Attorney drafted. The Board took time to peruse the Resolutions and agreed for them to be signed. Motion was made by Tammy Downin to accept; Carroll Earp seconded. All were in agreement. The Resolution will be sent to SBE.

C. Alternate Early Voting Site. –

Kaye Robucci informed the Board that the PNC Bank Building and the Elizabeth Hager Center are not available as an Early Voting Site. The ARC of Washington County on Florida Ave. is a possibility. Kaye will contact the County Commuter service to see if it is possible to extend a route to the ARC. John Benchhoff informed the Board that he will be at the ARC on Friday and he will inquire regarding the re-modeling that was being done.

John Benchhoff informed the Board that he received a call from Elizabeth Paul, Chairperson for Democratic Central Committee. Ms. Paul is concerned about moving the Early Voting site from the downtown area. John informed her that even though we were downtown and accessible - we still had the lowest voter turnout in the State. Kaye will contact the County Commuter regarding extending the route to the Red Cross Building.

D. Election Worker Recruitment –

An issue of a dress code for election workers has arisen. Sharon Mackereth contacted Rick Urps, SBE, regarding the election worker manual. Her question to Rick Urps was – “Do any of the other counties put more detailed guidelines on proper wear on Election Day, in the election worker manual?” Rick Urps responded with – “There is no specific dress code imposed or suggested by law or regulation in Maryland.” Rick has suggested or recommended general guidelines to be used during election worker training; but advises against putting it in our manual. The Board and Attorney wish to pursue this further.

The discussion from last months' meeting regarding a particular election worker was continued. A brief history on this election worker was presented. A request was made to put him back on the substitute list. The Board made a similar decision back in 2008 regarding this worker; they agreed for him to be returned to the substitute list.

E. Eventbrite –

The office was able to see that the Board Members tried the website “Eventbrite”, the event scheduling website setup for election workers to select their training class.

Tammy Downin questioned about the multiple address lines and the time limit to complete the questions seemed rather long. Carroll Earp tried the site also and agreed.

The staff informed the Board that the time limit can be shortened and maybe fewer questions. The address lines are for actual residential address and mailing address, but this also may be shortened. This will be a helpful tool when communicating with the election workers.

F. Supervisor II Position –

John Benchhoff inquired on how the process with hiring a new Supervisor is progressing?

Kaye Robucci informed the Board that 10 applicants have been selected for the interviewing process. Interviewing has been scheduled for October 25th and 26th.

New Business

A. Polling Place Rental Fee –

Tammy Downin presented a chart showing the polling place rental fees and how it compares with voter registration. As a result of a request from Big Pool Polling Place for an increase in rental fee – Kaye Robucci is requesting across the board increase to \$100. Motion was made by Carroll Earp to raise the rental fee to \$100 per election; and seconded by Eileen Wiggins. All were in agreement.

B. Letter to the Editor from Robert Streeper –

A letter was placed in the local newspaper from a voter - Robert Streeper. Mr. Streeper was upset that he had to travel a distance to a polling place when there was one right next door. Kaye Robucci confirmed that there is a polling place closer to his residence. Mr. Streeper's voting district is 17-1 which is normally the Washington County Library. Due to the library being under construction, Mr. Streeper votes at Bester Elementary School. The Board debated on whether we should send him a letter explaining this or to place an article in the newspaper. The Board agreed that a letter should be sent to him explaining the reason that his polling place is 17-1 and his voting options.

Members Remarks

NONE

Scheduling of Next Meeting

The next meeting of the Washington County Election Board will be at 2:00PM on November 8, 2011 at the Election Board office.

Distributed Information

Elected Officials – Contact List
COMAR


Adjournment:

There being no further business to come before the Board at this time, Eileen Wiggins made a motion to adjourn at 3:38PM; Carroll Earp seconded the motion. Unanimously approved.

Colonel Clyde Tate, Former Board Member, was presented with a card and gifts from the Board and Staff. Colonel Tate was a vital part of this Board for 7 years; as an Election Worker, assisted with voting machine demonstrations and aided voters in the Assisted Living and Nursing Home program. We send our prayers and well wishes to Colonel Clyde Tate and his wife Sadie Tate.

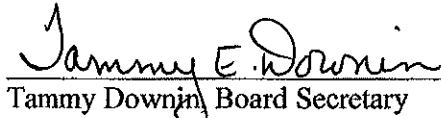
Compiled by Sharon C. Mackereth
Deputy Director, I

Respectfully Submitted,



John Benchhoff, Board President

11/8/11
Date



Tammy Downin, Board Secretary

11/8/11
Date