

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS
FOR WASHINGTON COUNTY

Board of Election Supervisors for Washington County held its regular monthly meeting on Tuesday, March 8, 1994 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
Daris A. Phillips, Democrat Member
Walter F. Bell, Jr., Republican Member
Jason A. Malott, Democrat Alternate
Charles L. Mobley, Jr., Republican Alternate
Mark P. Brugh, Attorney
Jean D. Calhoun, Administrator
Dorothy M. Kaetzel, Chief Clerk I

MINUTES: Walter motioned, seconded by Jim Mobley, that the minutes of the meeting held on February 14, 1994 be approved as submitted.

CORRESPONDENCE: Copies of letters from two residents in the new 26-3 precinct distributed. These people were expressing their objections to some procedures used in doing this subdivision. Walt suggested that Jean write a letter to each one of these people acknowledging receipt of the letters and the Board members' appreciation of their interest as well as taking the time to write.

Copies of the resolution in memoriam for Dottie McKenny from the Maryland House of Delegates distributed to Board members.

Jean distributed copies of the memo from Gene Raynor, Administrator, SABEL, regarding personnel meeting to be held on March 24, 1994 at 2:00 P.M. Jean will attend this meeting.

Mark distributed copies of the letter he had written to Ralph France, county attorney, regarding liability insurance and Social Security payroll taxes. According to the letter, things will remain unchanged as far as the Board is concerned.

OLD BUSINESS: Resolution explaining moving district 22-2 polling place to the Army Reserve Center passed to Board members for their signatures.

District 14-1 - Jean explained to the Board members that Bill Vance from the permits and inspections department did contact Mr. Bayer regarding making the Old Ringgold School polling place accessible for the handicapped. Mr. Bayer stated he had to find out if there were any funds available to them to make the necessary changes. As of this date, nothing has been heard from Mr. Bayer regarding this. If this polling place has not been made accessible by May 1, 1994, the Board members will look into the possibility of using a church in that district. Richard will contact Mr. Bayer in an effort to learn when he will know whether they are going to make the Old Ringgold School accessible or not. Richard will also be in touch with the minister at the church in that precinct to have him ask the church board if they would allow us to use the church for a polling place in the event

the Old Ringgold School is not accessible.

District 27-2 - Daris completed the survey for handicapped accessibility at the Paramount Brethern in Christ Church.

District 26-3 - Jason completed the survey for handicapped accessibility at St. Andrew Presbyterian Church.

Both 27-2 and 26-3 polling places accessible to handicapped.

Directional signs: The information Jean received from the A.S.S.I.S.T Center regarding directional signs to use at the polling places assured her they were too expensive. After discussion, Walter volunteered to research this and try to learn whether the County has a sign department.

Surge Protectors: Jean advised Board members of the results of the survey done on polling places to determine how many surge protectors would be needed for the OPTECH III P-Eagle voting system. After discussion, Jim motioned, seconded by Daris, that in the interest and safety of the counters, that we purchase one of these for each counter as long as John, BRC representative, says this particular one is sufficient - 50 in all.

Jean informed the Board members of the necessity to notify each voter in a precinct in the event there is a change in the polling place. Currently there are three precincts, 2, 27-2 and 22-2, where this has occurred. For approximately \$400, the Annapolis Data Center would be able to provide the voter notification cards to be mailed to these voters. In lieu of this, Jean wanted to know if the Board members were of the opinion that the back page ads for these precincts could be eliminated prior to the election. After discussion, decision made not to have the back page ads and to highlight the polling place listed on the voter notification cards before mailing them.

Invitation to bid for voting machines - Jean advised Board members that Karen Luther, County Purchasing Agent, had sent out the invitations to bid on the AVM's as well as having ad put in newspaper. Bid opening on March 29, 1994 at 11:00 A.M. Walter will attend opening of the bids.

Jean advised the Board members that we still were liable for the rent payment at the warehouse even after our machines are sold if the County cannot get out of the lease agreement. Jim Young, Director of Finance, advised her to put the rent money in the budget even though the machines will not be there anymore. Mark volunteered to assist the county attorney in endeavoring to get out of this lease if possible.

The Board members were told that eight of the voting machines had been moved to the municipalities by the County Roads Department and we would have to pay for their doing this. She also advised them of the addendum adding three more machines to the invitation to bid for voting machines since the schools are not going to get any of the voting machines.

Kick-off and press conference pertaining to new voting system - Jean stated that members of the League of Women Voters and Business and Profession Women Clubs were coming into the office for training on the new voting system and they, in turn, will go into the community to do demonstrations for the public. Discussion was held regarding the need to actually take the counter out for the public to see when all the voter actually needs to see is the proper way to mark the ballot when voting. The possibility of getting a video developed and having WHAG TV and Antietam Cable TV showing this as a public service discussed, also. We are in the process of contacting local radio, television and newspaper offices in an effort to get names to send invitations to for the press conference to be held maybe April 28, 1994. Walter will do a letter to the service clubs informing them of the new voting system. No definite date chosen for kick-off at this time until more detailed plans are made.

Decision was made to send a letter to each central committee informing them of the new voting system and if anyone wants a hands-on demonstration to contact the Election Office for same.

MAEO Meeting transportaion - Richard and Jim will be driving us to the MAEO Meeting.

NEW BUSINESS: Jean distributed copies of what she read at the Public Hearing at the Board of Education Auditorium on March 1, 1994, regarding the proposed bill which would allow public schools in Washington County to remain open and in session on primary and general election days. Even though this proposed bill failed this time, the statement was made that it would be back next year.

Poll workers' school dates - August 18, 23, and 24 at South Hagerstown High School from 6:30 - 9:30 P.M. We will need to check out getting a sound system for those evenings. Board members signed the form required for use of the school.

High School Registration - Copies of the schedule for high school voter registration distributed.

The Board members were told that John Reynolds from BRC would be here at the office on Friday, March 11, 1994, to answer any questions we have regarding the OPTECH III P-Eagle and will do a demonstration for them if they wanted to come.

A meeting is scheduled for April 18, 1994 at Anne Arundel County for all counties who will use the OPTECH III P-Eagle. Richard told the Board members that if they had any questions they wanted answered to tell the staff and the staff will ask at the meeting.

Budget: Budget due on March 18, 1994. Jean distributed copies of the budget and reviewed with the Board members. Since there are two elections in this fiscal year, the budget is much more this time.

Advertising: Jean advised the Board members that the Code of Maryland Regulations require a mailer to each household when changing to an electronic voting system.

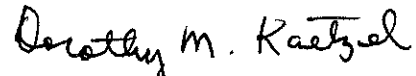
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Financial Disclosure Statements distributed to Board members.

Next meeting to be held at 2 P.M. on Tuesday, April 12, 1994.

Walter motioned, seconded by Jason, that the meeting be adjourned at 4:00 P.M.

Respectfully submitted,



Dorothy M. Kaetzel
Election Registrar