



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS
December 14, 2021
17718 Virginia Avenue
Hagerstown, MD 21740
240-313-2050

Present:

Board:

Martin Lumm, Board President
Tammy Downin, Board Vice President
Bill Blazes, Board Secretary
Connie Mozingo, Assistant Board Secretary
Jim Schultheis, Member
Brian Kane, Board Attorney

Staff:

Kaye Robucci, Election Director II
Barry Jackson, Election Deputy Director II

Absent:

Guest:

Peter Perini, Washington County Democratic Central
Committee
Seth Wilson, Washington County Republican Central
Committee
Lisa Shields

President Marty Lumm called the meeting to order at 3:02PM at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740. There was a quorum present.

Approval of Minutes of November 9, 2021:

Tammy Downin made the following request for edit:
Page 2, Director's Report, Projects, fourth line item, change 1. to 4.

Tammy Downin moved to accept the minutes for November 9, 2021 as amended, Jim Schultheis seconded, and the motion was carried unanimously.

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Additions/Changes to the Agenda:

Under New Business, add:

- III. FY2023 Budget
- IV. SB525
- V. Open House

Correspondence:

None.

Reports:

- I. Election Director
 - A. Personnel - PEPs due January 11, 2022.
 - B. Meetings:
 - 1. Director's Meeting: Next Meeting, December 16, 2021
 - a) Recap from November Meeting
 - (1) Taking part in SBE Call Center during the Primary Election
 - (2) Online Election Judge Training a possibility for general information. SBE looking into it.
 - (3) Approval of new pollbooks going to January Board of Public Works meeting
 - 2. Election Worker Manual Committee, December 15.
 - C. Correspondence: N/A
 - D. Trainings: N/A
 - E. Legislative Update – No report.
 - F. Voter Registration Activities and Statistics:
 - 1. Registration Statistics for November 2021 were distributed to the Board.
 - G. Candidate Information:
 - 1. Filing began February 23, 2021. 19 Candidates have filed.
 - H. Voting System Activities:
 - 1. Pollbook Acquisition, Vendor is DemTech
 - 2. Pollbook Battery Testing - Completed.
 - I. Projects:
 - 1. Early Voting Centers – paperwork submitted to SBE. On the December 16 Agenda for the State Board. Jim Shultheis requested that Kaye forward the paperwork to the Board.
 - 2. Clean up Street File in preparation for Redistricting

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3. Contact Election Day Polling Places – Out of 20 private polling places, 11 have sent the agreement back signed.
4. Contact Election Workers.

II. Attorney: No Report.

Old Business:

- I. Virginia Avenue Update (HVAC Project) – On schedule to be completed by February 1, 2022.
 - a. Kaye Robucci reported that graffiti was painted on the wall where the dumpster goes.
 - b. Kaye Robucci reported that a youth shot out one of the exterior door windows with an airsoft gun. The youth was identified by security camera and has been charged.
- II. 2020 Census and Redistricting – The General Assembly created their own map and approved it. Governor Hogan vetoed it, and the General Assembly overrode the veto.
- III. Ballot Drop Boxes: New Ballot Drop Boxes and Changing the Location of Ballot Drop Boxes. The six ballot drop box locations proposed are:
 - a. 22DB01 - Washington County Election Center
17718 Virginia Avenue
Hagerstown, MD 21740
 - b. 22DB02 – Washington County Free Library (Front Entrance)
100 S. Potomac Street
Hagerstown, MD 21740
 - c. 22DB03 – Boonsboro Town Hall (Parking Lot Entrance)
21 N. Main Street
Boonsboro, MD 21713
 - d. 22DB04 – Clear Spring Town Hall
146 Cumberland Street
Clear Spring, MD 21722
 - e. 22DB05 – Hancock Town Hall (Parking Lot Entrance)
126 W. High Street
Hancock, MD 21750
 - f. 22DB06 – Smithsburg Town Hall
21 W. Water Street
Smithsburg, MD 21783

Brian Kane asked Barry Jackson to discuss the statutory requirements that were considered when selecting each ballot drop box. Barry cited Election Law article §2-304, Factors considered when locating ballot drop box – Designation of drop box placement – Proposed locations submitted to state administrator.

Tammy Downin moved to accept the six ballot drop box locations as proposed, Bill Blazes seconded, and the motion passed, 4-0, with President Marty Lumm abstaining.

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- IV. Christmas Party – Kaye Robucci recapped the Board Christmas dinner at Hickory Bridge on December 3, 2021. Marty Lumm reiterated that each attendee paid for the dinner out of pocket, not with tax payer funds.
- V. American Rescue Plan Act Premium Pay for Election Officials – Marty Lumm and Kaye Robucci spoke at the November 30, 2021 Commissioners meeting public comments section asking to be placed on a future agenda. Kaye then submitted a second Agenda Report Form (ARF) to be added to a future Commissioners meeting agenda but was denied again.

New Business:

- I. Non-Partisan Races on Party Primary Ballots – Assistant Attorney General for SBE Andrea Trento emailed KayeRobucci that Non Partisan contests will be identified on party ballots in the Primary Election.
- II. Alternate Early Voting Site – Maugansville Ruritan and Rental Amount – Marty recommends \$1,000 to reserve the site for 9 days. If networking is required, the cost would be \$1,500. Kaye Robucci recommended that the cost include additional amount if the site is needed for Early Voting.
- III. FY2023 Budget – Kaye Robucci will distribute the draft budget to the Board prior to the January Board meeting.
- IV. SB525 – Ballot Drop Box at Baltimore Central Booking. DCPS wants to expand to all detention facilities in the state. Legislation will be proposed in the 2022 General Session.
- V. Open House – Early to Mid-March

Members Remarks:

Scheduling of Next Meeting:

The next regular meeting of the Washington County Board of Elections will be held on Tuesday, January 11, 2022 at 3:00 PM. The location is Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A) 8.

Distributed Information:

Future Events:

Adjournment and Executive Session:

There being no other business to come before the Board at this time, Marty Lumm called for a motion to adjourn the Regular Board Meeting and move into Executive Session. At 4:39PM, Connie Mozingo made a motion to adjourn the Regular Board Meeting and convene an Executive Session under State Government Article, § 10-508

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(a) (7) To consult with counsel to obtain legal advice on a legal matter, and (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter. Bill Blazes seconded the motion.

All guests left the meeting.

SUMMARY OF CLOSED SESSION HELD ON DECEMBER 14, 2021

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 4:39 pm.

Place (location) of closed session: Election Center 17718 Virginia Avenue, Hagerstown, MD 21740.

Purpose of the closed session: Pending litigation regarding Early Voting Centers.

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Tammy Downin, Bill Blazes, Connie Mazingo, Jim Schultheis

Members opposed: None

Abstaining: Marty Lumm

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

Topic #1: § 3-305(b) (7) Topic #2: § 3-305(b) (13) Topic #3: § 3-305(b) ()
(add others as needed)

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Possible litigation regarding Early Voting Centers	Marty Lumm, Tammy Downin, Bill Blazes, Connie Mazingo, Jim Schultheis, Brian Kane, Kaye Robucci, and Barry Jackson	No action taken
#2: Approval of November 9, 2021 Executive Minutes	Marty Lumm, Tammy Downin, Bill Blazes, Connie Mazingo, Jim Schultheis, Brian Kane, Kaye Robucci, and Barry Jackson	Minutes were approved and signed.

After the discussion was completed, Connie Mazingo made the motion to close the Executive Session at 5:25PM, Bill Blazes seconded, and the motion passed unanimously.

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Compiled by Barry Jackson
Deputy Election Director II

Respectfully Submitted,

 01/11/2022
Martin Lumm, President Date

 1/11/2022
Bill Blazes, Secretary Date