

I. Call to Order/Pledge of Allegiance

Chairman Ray Lembke called the meeting to order at 9:13 a.m. Deputy Director Dennison led the Pledge of Allegiance.

II. Roll Call

Ray Lembke – Chair – Yes

Rick Combs – Yes – by speakerphone

Gregg Conrad – Yes

Richard Grant – Yes

Also present were Director Julia Carney, Deputy Director Chris Dennison and Administrative Assistant Cherie Wilson.

III. Motion to Adopt the Agenda as Presented

2020-180 – Mr. Grant made the motion to adopt the agenda as presented. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

IV. Other attendees – none

V. Public participation – none

VI. Approval of Minutes

- October 21, 2020 – Regular Board Meeting
- October 31, 2020 – Special Board Meeting
- November 3, 2020 – Election Day Meeting
- November 14, 2020 – Open Official Canvas Meeting
- November 16, 2020 – Certification of 2020 General Election and Regular Board Meeting
- November 30, 2020 – Open Post Election Audit
- December 4, 2020 – Conclude Post Election Audit

2020-181 – Mr. Grant made the motion to approve the minutes of the seven meetings identified on the agenda. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

VII. Approval of Bills as of December 18, 2020

2020-182 – Mr. Conrad made the motion to accept and pay the bills as of December 18, 2020. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

VIII. Director's report

A. Appointment of Director and Deputy Director to Clermont County Data Processing Board

There is a statutory requirement that two people from the Board of Elections be on the data processing board. Typically, the director and deputy director have filled these positions. Director Carney asked the board to reaffirm these appointments going forward.

2020-183 – Mr. Combs made the motion to appoint the Director and Deputy Director to the Clermont County Data Processing Board pursuant to R.C. 307.84. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

B. Campaign Finance Referrals to the Ohio Elections Commission

Director Carney distributed the attached list of candidates and committees with late reports and other campaign finance issues. The board asked if Cory Combs had previously been referred. Director Carney replied that he had been referred in 2018; the Ohio Ethics Commission is behind on hearings, so we have not yet received anything back.

2020-184 – Mr. Conrad made the motion to make all of the referrals to the Ohio Elections Commission as noted by the Director. Mr. Grant seconded the motion. Upon discussion, the board is aware of some issues with late delivery of the certified notices to the candidates and considered whether this should be noted in their referral. However, the board has no knowledge of any issues delivering notices to the specific candidates and committees to be referred; if there were delivery issues, the campaign treasurers can state that in any reply to the Elections Commission. Upon roll call:

Mr. Combs – Yes
Mr. Conrad – Yes
Mr. Grant – Yes
Mr. Lembke – Yes

C. Personnel Matters

Director Carney reported that the staff hazard pay previously approved by the board required less fringe benefit allocation than originally estimated; therefore, there are more funds to distribute. Since the increased staff funding (based on hours worked) ranges from \$2170 to \$2740, she asked if the board would approve increasing the hazard pay for the Director and Deputy Director from \$2500 to \$3500 each, based on the increases made to staff. The CTCL grant will cover all of the proposed hazard pay with roughly \$4,000 remaining.

2020-185 – Mr. Grant made a motion to accept the recommendation of the Director to provide hazard pay based on the data in the spreadsheet that Director Carney has supplied. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes
Mr. Conrad – Yes
Mr. Grant – Yes
Mr. Lembke – Yes

D. Office closure

Director Carney reported that office sanitizing and carpet installation will be completed by January 4th. The board agreed to close the office on Christmas Eve based on a staff request to use their own time off for the day. Director Carney does not believe that closing will impair office operations.

IX. Deputy Director's report

Deputy Director Dennison reported that the Secretary of State's office had noticed a math error with the post-election audit reporting. The spreadsheet showed a discrepancy of four ballots in two races, but one of the races was correct; the spreadsheet was corrected and resubmitted. The SOS asked us to amend the official results for the race with the discrepancy. Neither the director, deputy director, nor Dan Shebesta (our most experienced ES&S support resource) have encountered a request to amend or change official results following certification. Deputy Director Dennison indicated that we need to investigate the specific details for the precinct in question. If there is a need to amend the official results, the board will need to meet to approve and sign the documents.

Mr. Conrad and Mr. Lembke asked about the status of personnel reviews so the board can consider staff pay increases. Director Carney anticipated tentative timing of late January for the reviews, and reported that there is money in the 2021 budget for possible increases (2.5%). The board asked if there was money in the budget for a new building; the commissioners have not approved enough funds for a building.

X. Upcoming Calendar

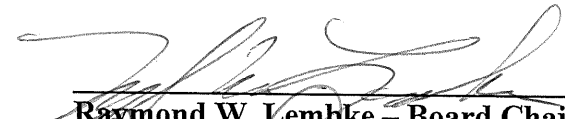
Regular Board Meeting – January 27, 2021

Director Carney will notify the board if a special meeting is required to amend the election results.


XI. Motion to Adjourn

2020-186 – At 9:42 a.m., Mr. Grant made the motion to adjourn. Mr. Conrad seconded the motion. Upon roll call:

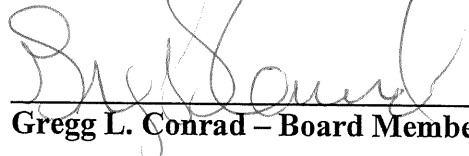
Mr. Combs – Yes
Mr. Conrad – Yes
Mr. Grant – Yes
Mr. Lembke – Yes



Raymond W. Lembke – Board Chairman



Rick W. Combs – Board Member



Gregg L. Conrad – Board Member



Rick Grant – Board Member

Date January 13, 2021

**APPROVAL OF BILLS FOR BOARD MEETING
DECEMBER 18, 2020**

VENDOR	DESCRIPTION OF PAYMENT	AMOUNT
INVOICES APPROVED BY BOARD MEMBERS:		
CULLIGAN WATER	BOTTLED WATER -12-01-20 TO 12-31-20	\$ 61.99
DONNELLON MCCARTHY	COPIER LEASE - 11-15-20 TO 12-14-20	\$ 2,127.00
E.S.&S.	ANNUAL MAINTENANCE - HARDWARE/SOFTWARE	\$ 73,643.00
E.S.&S.	ELECTION SUPPORT - DAN SHEBESTA	\$ 1,700.00
E.S.&S.	BALLOT ON DEMAND BALLOTS - CARES GRANT \$3262.70	\$ 5,552.45
E.S.&S.	SIGNATURE CAPTURE - GENERAL	\$ 6,727.05
JOS. BERNING PRINTING	9 X 12 BROWN KRAFT ENVELOPES	\$ 1,150.00
MILLENNIUM	RENTAL FOR ADDITIONAL COPIER	\$ 125.00
OFFICE DEPOT	OFFICE SUPPLIES	\$ 105.21
PITNEY BOWES	POSTAGE FOR POSTAGE METER	\$ 20,000.00
PLANES COMMERCIAL	DEPLOYMENT OF ELECTION EQUIPMENT	\$ 9,968.00
RUEBELL FAMILY PARTNER.	OFF SITE STORAGE - JANUARY 2021	\$ 3,300.00
SEACHANGE	MAILHOUSE - ABSENTEE BALLOTS - CARES GRANT \$25082.46	\$ 77,218.95
US POSTAL SERVICE	PYMT FOR POSTAGE THRU MAILROOM (OURS WAS BROKEN)	\$ 10.45
US BANK CARD	MISC. OFFICE SUPPLIES - CARES GRANT \$1240.73	\$ 458.60
US BANK CARD	MISC OFFICE SUPPLIES - CTCL GRANT \$286.30	
STAFF SALARIES	PAY PERIOD 11-16-20 TO 11-29-20	\$ 18,498.40
BOARD MEMBERS SALARIES	PAY PERIOD 11-16-20 TO 11-29-20	\$ 2,296.52
PART TIME EMPLOYEES	PAY PERIOD 11-16-20 TO 11-29-20	\$ 657.50
OVERTIME	PAY PERIOD 11-16-20 TO 11-29-20	\$ 56.61
STAFF SALARIES	PAY PERIOD 11-30-20 TO 12-13-20	\$ 18,494.40
BOARD MEMBERS SALARIES	PAY PERIOD 11-30-20 TO 12-13-20	\$ 2,296.52
PART TIME EMPLOYEES	PAY PERIOD 11-30-20 TO 12-13-20	\$ 950.00
	TOTAL:	\$ 245,397.65

**Explanations of Ohio Elections Commission Referrals
For Campaign Finance
December 2020**

LATE FILINGS:

Claire Corcoran – The 2020 semiannual report was due on July 31, 2020, the report was filed on October 13, 2020.

Richard Aaron Maus – The 2020 semiannual report was due on July 31, 2020, the report was filed on September 11, 2020.

We Are NR – Referral for two late filings.

The 2019 annual report was due on January 31, 2020 and filed on February 3, 2020.

The 2020 post primary report was due on June 5, 2020 and filed on June 10, 2020.

James Shriver – The 2020 post general report was due on December 11, 2020 and was filed on December 14, 2020.

Citizens for Union Township Safety Services – The designation of treasurer form was filed on August 3, 2020 and the committee accepted contributions on July 28, and August 1, 2020, prior to filing the DOT.

OTHER:

Friends of the Williamsburg Police Department – The committee filed a 2018 post election report in a timely manner, but did not terminate the committee. The committee reported In-Kind contributions and does not have a balance. The committee filed a termination report on July 21, 2020.

Cory Combs –

The committee failed to file a 2019 semiannual report by 4:00 p.m. on the last business day of July 2019.

The 2020 annual report was due January 31, 2020 and was filed on February 14, 2020, which was also a termination report. The report did not disclose the prior balance of \$144.61 and explain how they achieved a zero balance.

Cherie Wilson

To: legals@clermontsun.com
Cc: bmilam@clermontsun.com
Subject: Notice of meeting date change
Attachments: 2020 Dec 18 chg reg mtg.doc

Good morning,

Please be advised and post as a PSA (no cost) the attachment regarding the date change for the December regular monthly board meeting. Please let me know if you have any questions.

Thank you,

Cherie Wilson, Administrative Support Specialist
Clermont County Board of Elections
76 S. Riverside Dr.
Batavia, OH 45103
513-732-7485

**Clermont County Board of Elections
Notice of Change of Meeting Date**

The Clermont County Board of Elections has re-scheduled the
December 2020 Regular Monthly Board Meeting for:
Friday, December 18 at 9:00 a.m.

The meeting will be held at the Board Office, 76 S. Riverside Dr.,
Batavia, 45103.

Ray Lembke – Chairman
Julia Carney – Director