

VASSAR TOWNSHIP ELECTION COMMISSION MEETING
OCTOBER 9, 2019 at 4:30 PM
RECALL ELECTION – NOVEMBER 5, 2019

AGENDA

Meeting Called to Order at 4:30pm by Clerk Clinesmith

Prayer led by Treasurer Stack

Pledge of Allegiance led by Supervisor Foether

Roll Call of Election Commission Members Present:

Bruce Foether:	<u>X</u> Present	___	Absent
John Stack:	<u>X</u> Present	___	Absent
Michael Clinesmith:	<u>X</u> Present	___	Absent

Jodi Fetting, the Tuscola County Clerk was also present.

Adoption of Agenda:

Motion by Foether, seconded by Clinesmith to adopt the agenda as presented.

Vote 3-0, MOTION CARRIED.

Adoption of Election Commission Minutes from October 5, 2018:

Motion by Foether, seconded by Stack to approve the Vassar Township Election Commission minutes from the October 5, 2018 meeting as presented.

Vote 3-0, MOTION CARRIED.

New Business:

Adopt and Place on File the Tuscola County Election Commission Resolution to Delegate Election Duties for the Vassar Township Clerk's Office to the Tuscola County Clerk's Office for the November 5, 2019

Recall Election:

Motion by Foether, seconded by Stack to adopt and place on file the Tuscola County Election Commission Resolution to Delegate Election Duties for the Vassar Township Clerk's Office to the Tuscola County Clerk's Office for the November 5, 2019 Recall Election.

Vote 3-0, MOTION CARRIED.

Adopt Resolution Establishing Receiving Board:

There was discussion about the Township needing to establish a receiving board. Jodi Fetting explained that this is something she does for jurisdictions when working with a new clerk as they often do not have the documentation that one had been established. Resolution 25-2012 was in the meeting packet regarding the creation of receiving board, and Fetting stated that it was sufficient.

Appoint Election Inspectors for November 5, 2019 Recall Election:

There was discussion about the size of the election inspector list, setup and receiving boards.

VASSAR TOWNSHIP ELECTION COMMISSION MEETING
 OCTOBER 9, 2019 at 4:30 PM
 RECALL ELECTION – NOVEMBER 5, 2019

Motion by Foether, seconded by Clinesmith that the following Election Inspectors be appointed to serve Vassar Township for the November 5, 2019 Recall Election:

Precinct 1 – 1737 Voters	Party Affiliation	Precinct 2 – 1125 Voters	Party Affiliation
Malisa Pyles	REP	Cristi Smith	REP
Patty Sauber	REP	Hope Riley	US TAX
Carmell Pattullo	REP	Colleen Russell	REP
Sherry Walker	DEM	Ellen Brookins	DEM
Carmen Stevens	REP	Curtis Elenbaum	REP
Kathy Pokorski	REP	Terri Flikkie	REP
Alex Campbell	REP	Kim Michalski	REP
Pennie Rienas	DEM	Cindy Willson	DEM
Ron Currell	LIB	Michelle Hicks	REP
Laurae Elder	REP	John Riley	REP
Pam Hanlin	REP	Kyle Nordstrom	REP
Alternates:			
Carol Friday	REP		
Christine Martens	DEM		

Vote 3-0, MOTION CARRIED.

Appoint Chairperson for Precinct 1 and Precinct 2 for November 5, 2019 Recall Election Day:

Motion by Stack, seconded by Foether that the following Election Inspectors be appointed the Chairpersons for the November 5, 2019 Recall Election as Malisa Pyles for Precinct 1 and Cristi Smith as Precinct 2.

Vote 3-0, MOTION CARRIED.

Appoint Receiving Board Members for November 5, 2019 Recall Election:

Motion by Foether, seconded by Clinesmith that the following Election Inspectors be appointed the Receiving Board Members for the November 5, 2019 Recall Election as Carmel Pattullo (R) and Pennie Rienas (D) for Precinct 1 and Terri Flikkie (R) and Cindy Willson (D) for Precinct 2.

Vote 3-0, MOTION CARRIED.

Establish Rate of Pay for Precinct Inspectors and for Chairpersons:

There was some discussion about the pay rate and reimbursement for mileage for the election inspectors. The clerk went to the office and got Resolution 14-2017 regarding election wages.

Motion by Foether, seconded by Clinesmith that the Election Inspectors have a rate of pay set at \$10.00 per hour with the Chairperson to have a rate of pay set at \$11.50 per hour. The pay to be paid upfront by Tuscola County with Vassar Township to reimburse the County upon invoice being received. And pay mileage for the election inspectors at the IRS rate.

Vote 3-0, MOTION CARRIED.

VASSAR TOWNSHIP ELECTION COMMISSION MEETING
OCTOBER 9, 2019 at 4:30 PM
RECALL ELECTION – NOVEMBER 5, 2019

Township Hall to be opened on November 2, 2019 at 8:00 a.m. and November 5, 2019 at 6:00 a.m. Ambulance Base to be available on November 5, 2019 at 6:00am:

There was discussion about Jodi Fetting needing to have access to the hall and ambulance base. Bruce Foether stated he would open and close the hall for her on November 2nd and November 5th and she could contact the ambulance base for access.

Public Accuracy Test for the November 5, 2019 Recall Election – Clerk Fetting:

The Public Accuracy Test started at 5:05pm being conducted by Jodi Fetting.

Fetting tested the Precinct 1 test deck, removed the ballots from the tabulator bin, zeroed out and sealed the tabulator.

Stack, Clinesmith and Foether signed the Tabulator Programming Testing Certification for precinct 1.

Clinesmith signed the Ballot Bag Certificate and Transfer Certificate for precinct 1.

Fetting replaced Precinct 1 tabulator with the precinct 2 tabulator.

Fetting tested the Precinct 2 test deck, removed the ballots from the tabulator bin, zeroed out and sealed the tabulator.

Stack, Clinesmith and Foether signed the Tabulator Programming Testing Certification for precinct 2.

Clinesmith signed the Ballot Bag Certificate for precinct 2.

Clinesmith noticed the signed Transfer Certificate seal number was incorrect for precinct 2, he signed the Transfer Certificate after the seal number was corrected.

The Public Accuracy Test was concluded.

Old Business:

None

Public Comment:

Jodi Fetting explained process she was going to use for the receiving board.

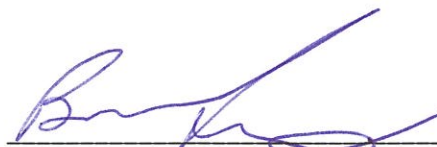
Motion by Foether, seconded by Clinesmith to adjourn at 5:32pm.

Vote 3-0, MOTION CARRIED.

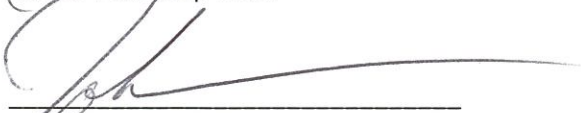
Minutes prepared by Clerk Clinesmith



Vassar Township Clerk



Vassar Township Supervisor



Vassar Township Treasurer

VASSAR TOWNSHIP ELECTION COMMISSION MEETING
OCTOBER 9, 2019 at 4:30 PM
RECALL ELECTION – NOVEMBER 5, 2019

TUSCOLA COUNTY
ELECTION COMMISSION
Tuscola County, Michigan

At a meeting for the Tuscola County Election Commission, 440 N State Street, Cam MI, held on September 16, 2019 at 8:00 a.m.:

Present: Honorable Judge Nancy L. Thane, Clerk Jodi Fetting, Treasurer Patricia Donovan-Gray

Absent: None

The following resolution was offered by Donovan - Gray and seconded by Thane

RESOLUTION
TO DELEGATE ELECTION DUTIES
OF THE VASSAR TOWNSHIP CLERK'S OFFICE
TO THE TUSCOLA COUNTY CLERK'S OFFICE
FOR THE NOVEMBER 5, 2019 RECALL/SPECIAL ELECTION ONLY

WHEREAS, Michigan Election Law, MCL 168.965, "In the event that a petition for the recall of an officer having duties to perform in connection with the election on such question is filed, the official with whom the petition is filed shall appoint some other impartial public officer having knowledge of the election laws involved and such officer thereupon shall discharge the election duties only of the office sought to be recalled until the result on the question of the recall is finally determined.;"

WHEREAS, the Vassar Township Clerk is a candidate in the Recall Election Contest on the November 5, 2019 Recall/Special Election ballot;

WHEREAS, per MCL 168.965, Jodi Fetting, Tuscola County Clerk is to be appointed as the impartial public officer to conduct the November 5, 2019 Recall/Special Election with Caryl Langmaid, Chief Deputy Clerk and Rita Hagg, Deputy Clerk appointed as designees,

NOW THEREFORE BE IT RESOLVED, that the Tuscola County Board of Election Commission hereby delegates the following duties to Jodi Fetting, Tuscola County Clerk, or under her supervision, for the November 5, 2019 Recall/Special Election:

1. Preparing meeting materials for the Vassar Township Election Commission Meeting(s)
2. Assessing voting equipment and supply needs with Tuscola County then ordering any necessary items to be billed to Vassar Township
3. Preparing election supplies and ballot containers
4. Processing Voter Registration Maintenance in the Qualified Voter File (QVF) with any cost incurred by Tuscola County to be reimbursed by Vassar Township
5. Preparing the Electronic Poll Books (EPBs) for Election Day
6. Ordering test charts and test deck materials from Governmental Business Systems (GBS) with any cost incurred by Tuscola County to be reimbursed by Vassar Township
7. Conducting the preliminary logic and accuracy testing
8. Conducting the public logic and accuracy testing
9. Processing all Absentee Voter (AV) Ballot requests with any costs incurred by Tuscola County to be reimbursed by Vassar Township; this includes but is not limited to Absent Voter Ballot Applications, Issuance and Receiving of the AV ballot and tracking in the Qualified Voter File (QVF) System
10. Assigning election inspectors and receiving board members in conjunction with the Vassar Township Election Commission

VASSAR TOWNSHIP ELECTION COMMISSION MEETING
 OCTOBER 9, 2019 at 4:30 PM
 RECALL ELECTION – NOVEMBER 5, 2019

11. Contacting appointed Election Inspectors for scheduling on Election Day
12. Contacting appointed Election Inspectors for assistance in polling location set-up and Election Day refresher training
13. Handling Election Day Emergency AV applications
14. Registering new voters to vote on Election Day
15. Assisting with the Post-Election Audit, if selected
16. Assigning alternate election inspectors and resolving board members and making emergency appointments as necessary
17. Notifying major political parties of certified election inspector appointments
18. Appointing County Clerk Jodi Fetting to be at the Vassar Township Hall on November 5, 2019 to handle all duties normally performed by the Vassar Township Clerk during a Recall/Special Election
19. Carrying out all other election related duties for Vassar Township not described above but deemed necessary

AND ALSO BE IT RESOLVED, that the Tuscola County Election Commission hereby delegates the following duties to Michael Cline-Smith, Vassar Township Clerk for the November 5, 2019 Recall/Special Election:

1. Maintain the master card file for Vassar Township in a timely fashion
2. Provide any election related materials delivered by a voter to the Township Hall immediately to the County Clerk's Office by fax or email then with the original in-hand delivered within 2 business days
3. Posting in accordance with the Open Meetings Act all Election Commission Meetings and office hours in relation to the November 5, 2019 Special/Recall
4. Posting all Election Notices and Sample Ballots at the Township Hall providing proof and verification
5. Taking and typing of minutes for all Vassar Township Election Commission Meetings to be prepared and presented to the County Clerk within eight (8) days of the meeting
5. Providing election supplies and ballot containers in possession of Vassar Township for use on Election Day
7. Providing layout Design of the Precincts on Election Day

AND ALSO BE IT RESOLVED, that the Vassar Township Election Commission participate in required meetings of the Township Election Commission and work in conjunction and coordination with the Tuscola County Clerk

AND ALSO BE IT RESOLVED, that the above delegation of duties is for a term as to only handle the November 5, 2019 Recall/Special Election duties, dating back to August 2, 2019 when the petition signatures were filed, after which time the duties are the responsibility of the Vassar Township Clerk

AND ALSO BE IT RESOLVED, that any duties not outlined above shall be mutually discussed and agreed upon between Clerk Fetting and Clerk Cline-Smith with Clerk Fetting having the final decision.

Ayes: *Dunbar - Gray, Shaw, Steiner*
 Nays: *None*
 Absent: *None*

RESOLUTION DECLARED ADOPTED.

Nancy K. Thane

 Nancy K. Thane
 Probate Judge of the County of Tuscola

I hereby certify that the foregoing is a true and complete copy of a Resolution approved by the Election Commission of the County of Tuscola at a meeting held on September 26, 2019 and I further certify that a public notice of such meeting was given as provided by law.

Jodi Fetting

 Jodi Fetting, Tuscola County Clerk

