

CASEVILLE CITY ELECTION COMMISSION
July 20, 2017 10:00 a.m.

The July 20, 2017 Election Commission meeting was called to order at 10:00 a.m. by Clerk Jamie Learman in the Conference Room, Caseville Hall, 6767 Main Street, Caseville, Michigan.

ROLL CALL

Present: Jamie Learman, Dena Withey and Chris Stahl

MINUTES

MOTION, Carried, by Withey, second by Stahl to accept the minutes of the October 12, 2016 Public Accuracy Test as presented, all ayes

CORRESPONDENCE

Huron County Clerk, 6/19/17 RE: preparation for the August 8, 2017 election.

AUGUST 8, SPECIAL ELECTION PREPARATIONS:

Notices for Elections: published by the County & city billed for % of cost

Poll Site: Caseville Public School. Approval has been granted by the School Board.

Election supply kits: Precinct Kit ordered by the County; additional supplies available from county

Optech Memory Pack, EPB flash drive & AutoMark smart card turned in to County. Optech Memory Pak is prepared by the County Clerk at the same time ballots are printed.

The Flash Drive for the Electronic Poll Book ("EPB") will be prepared by the County Clerk's Office after the last day to register for the Special Election which is July 10, 2017.

Charting & Test Deck: PAK Election Service will chart and prepare the test deck for the Public Accuracy Test.

Peggy Koehler will deliver the materials to the Clerk's Office prior to the test date.

APPOINTMENT OF INSPECTORS

Election Day Work Schedule: (3) all day shifts, (1) mid-day to close, and (1) afternoon to close. Appointments contingent on certification.

Election Inspectors: Dena Withey (Chair), Colleen Poisson (co-Chair), Gail Wilcox, Diana Dunn and Elizabeth Willenberg.

MOTION, Carried, by Learman, second from Stahl, to appoint the full list of certified inspectors to work the August 8, 2017 Special Election, all ayes.

BALLOTS

A Mass mailing of AVB applications went out June 27, 2017.

To date, 79 applications for the August Special have been received and processed.

None of the 79 ballots were MOVE ballots.

The last day for AVB by mail is Saturday, August 5 2017. Laura Horkey will be in the office until 2:00 p.m.

M.O.V.E. compliance is established by Federal law and each clerk has to submit reports to the Bureau of Elections detailing all activity (or non-activity). The deadline for mailing MOVE ballots was June 14, 2016. Compliance reports had to be submitted by June 28st. The report was submitted June 28th.

Ballots for the August 8, 2017 Election were delivered to the Office on June 26, 2017. AVBs were mailed out starting June 27, 2017.

PRELIMINARY AND PUBLIC ACCURACY TESTING

Preliminary test will be conducted July 27, 2017 at 9:00 a.m.

The Public Accuracy Test will be conducted July 27, 2017 at 1:00 p.m. The County Clerk's Office has to be notified of the date by July 7, 2017 to ensure timely publication of the notice 48 hours prior to the test date.

MOTION, Carried, by Learman, second from Withey to set Thursday, July 27, 2017 at 1:00 P.M. as the time and date of the Public Accuracy Test for the August 8, 2017 Primary Election.

MOTION TO ADJOURN, Carried, by Learman, second by Stahl to adjourn the meeting at 10:17 a.m.

Dena Withey, Secretary