

**STATE OF GEORGIA**  
**COUNTY OF HENRY**

The Henry County Board of Elections and Registration held a Regular Public Meeting at 1:00 p.m. on Wednesday, March 7, 2018 in the Conference Room, of the Elections and Registration Building, 40 Atlanta Street, McDonough, Georgia. Notice of this meeting was posted in the entrance foyer of the Elections and Registration Building. The Daily Herald was notified of this meeting. Those present were:

Arch Brown, Chairman and Board of Commissioners Appointee  
Mildred Schmelz, Vice-Chairman and Democratic Party Appointee  
Andy Callaway, Republican Party Appointee  
John Kirkpatrick, Democratic Party Appointee  
Dan Richardson, Republican Party Appointee

Also attending was: Tina Lunsford, Elections and Registration Supervisor; Brook Schreiner; and Grayson Davis

**Call to Order:**

Chairman Brown called the meeting to order.

**Acceptance of the Agenda**

Chairman Brown called for an acceptance of the Agenda. Board Member Schmelz made a motion to amend the agenda to reflect discussion on the NAACP vs. Kemp lawsuit. Board Member Kirkpatrick seconded. The motion to amend the agenda to add the item as section VIII (a) was approved and the motion carried 5-0-0.

**Approval of February minutes**

Chairman Brown called for acceptance of the February minutes. Board Member Callaway made the motion to approve the minutes; Board Member Schmelz seconded. The motion carried 5-0-0.

**Update Board regarding State Election Board case – Presenter Patrick Jaugstetter**

Mr. Jaugstetter was not able to attend the meeting. Tina presented the board an amended consent order for the 2012 SEB case. She reiterated that by the board signing the consent order it is not an admission of guilt. The violation was not criminal, just procedural. The State Election board will have to accept the consent order suggested by the Attorney General. She stated that the Board will need to vote to approve the order and have Chairman Brown and the 2 poll managers sign the order. Board Member Schmelz asked if the poll managers have been released of their duties. Tina stated that two of the managers have moved out of the county and that the other two managers are still poll managers. She also stated that November 2012 was Curtis Scott's first time as a poll manager and that since 2012 there have been no issues with either Wade Rakes or Curtis Scott. Board Member Callaway asked if we had already paid the fine. Tina replied that the fine will not be paid until after the board signs the consent order and the order is then accepted by the State Election Board. The office will receive a bill 90 days later if the State Election Board approves the consent order. Board Member Richardson made a motion to approve the consent order; Board Member Callaway seconded. The motion carried 5-0-0. Board Member Schmelz noted that she was disappointed that Mr. Jaugstetter was not at the meeting to present the amended consent order.

### **Update Board on May 2018 qualifying candidates**

Tina handed the members an up to date list of qualified candidates. Chairman Brown asked for a list of State representatives. Tina stated that since they qualify with the state we do not have a list of candidates. She stated that after qualifying ends on Friday she will email the Board the list of State qualified candidates with the final local qualified candidates. Chairman Brown asked if there had been any complications. Tina stated that there hadn't been, the candidate's residency and information has been matching up.

### **Board discussion and vote on advanced voting schedule and locations**

Tina stated that there is one proposed change to the Advanced Voting schedule for the May election. The proposal is to not open the Locust Grove location. In the May 2016 advanced voting period when they had local contested races for that area there were only 481 voters for the week. She stated that it cost an estimated \$4,218.00 to run the early voting satellite in Locust Grove. Fairview, who had no contested races, almost voted more than Locust Grove did for the week. In 2014 the

Locust Grove early voting satellite had a little over 100 voters for the week of early voting. She stated that with the January Special Election and postage costs of \$14,000 to notify voters of polling location changes, the budget for this fiscal year is getting tight. Board Member Richardson asked, if the Board voted to not have an early voting location in Locust Grove, how the voters would be communicated about the change. Tina stated there is no rule on early voting location changes. Tina recommended for the early voting location to be open for Locust Grove for the November General Election. Chairman Brown asked if we could get a percentage of how many Locust Grove voters voted early in the office. Tina stated that the main office does a lot of Locust Grove's early voting and Election Day is a heavy turnout at the precincts, but that she didn't have the statistics on hand. Board Member Callaway stated that he understands that economically it makes sense. He stated that he believes it is still unfair to the voters in the area to not open the location. Board Member Kirkpatrick asked where this would leave us for the budget if we do not open the Locust Grove early voting satellite. Tina stated there are other factors with early voting costs besides poll worker pay. Board Member Callaway asked where funds would need to be moved from the budget to make opening the Locust Grove early voting satellite happen. Tina answered we are already going to move money to pay for the polling location changes. Board Member Richardson motioned to table this motion to after the budget item. Board Member Schmelz stated she would like to go with the director's recommendation. Chairman Brown asked if this was talked about with the commissioner in the area. Tina stated it has not been discussed with Commissioner Wilson. Board Member Schmelz motioned to move forward on the recommendation of the director to not have the early voting location in Locust Grove open for the primary and accept the advanced voting schedule; Board Member Kirkpatrick seconded. The motion carried 3-1-1. Board Member Callaway opposing and Board Member Richardson abstaining. Chairman Brown recommended to let the Commissioner know as a courtesy.

### **Update Board on FY 2019 budget and business plan**

Tina informed the Board that FY 2019 budget is being based on FY 2018's operating budget. Tina stated that the approved operating budget for FY 2018 was based on a non-election year for state and federal elections. She stated that the office tried to cut where applicable to make the amounts line up with the proposed FY 2019 budget. Tina informed the Board that the Budget Department was made aware that

the adopted FY 2018 budget did not include four (4) elections. The FY 2019 proposed budget was given an increase in the election temp's salary line item of \$100,000 to account for it. Board Member Kirkpatrick asked if that was a line item that money cannot be moved from. Tina stated that was correct and that the original amount for election temps salary was \$150,000 for poll workers which was leaving the department short in that account. The \$250,000 amount for poll worker pay will cover the July run-off, November General Election, December run-off and a possible January Federal run-off and all early voting pay. The upcoming May primary costs comes out of the FY 2018 budget. Board Member Richardson asked what the projected cost for the May election and poll workers would be. Tina replied it will be around \$57,000 for Election Day and that it includes advertising, printing and mailing ballots, setups, testing of equipment, delivery costs, truck rentals and church rentals. Early voting salary costs with overtime will be around \$30,000. The total will be around \$90,000 for the election. In the 2016 election cycle, FY 2017 budget, we went over the given amount and had to do budget amendments. Tina explained that the May and July elections will have increased costs due to the partisan ballots that have to be printed in color to differentiate the different political parties' ballots. She stated that for the Primary and Run-Off elections, each ballot printed will cost approximately a dollar. Board Member Richardson asked how qualifying fees impacts the budget. Tina stated all the money from the qualifying fees goes directly back to the county's general fund. She stated that the reimbursement from the municipalities to conduct their elections also goes into the county's general fund. Tina went over some of the line items that make up the department's budget and some of the expected expenses for fiscal year 2019. Church rentals will be \$250.00 per election. Routine maintenance and repair is \$10,000 which includes batteries for express polls at \$187.00 each and batteries for the voting units at \$120 -\$150 each. We try to replace the batteries every four years minimum. The technical line item is the software we use. The travel line item is the mandated conferences and board member mileage reimbursement. Printing and binding contains the cost of printing the ballots, vote here signs, postcards, poll manuals, return envelopes, and anything else that needs to be printed. Communications is a postage of precinct cards and ballots. General supplies and material is pens, precinct and satellite supplies, paper, etc. The budget includes \$1,000 for food for election night meals, coffee, and bottled water. In the FY 2017 budget we did go over the \$1,000.00 because we bought the crossing guards bottled water because of the weather conditions. Board Member

Richardson asked when it goes to travel, does any reimbursement that the board submits come out of travel? Tina stated it does. Board Member Richardson asked if the office should conduct another Special Election in 2019 that costs \$30,000 what the office would do. Tina stated we would take money from the line items that we can take from and move it to the needed line items needed to cover the cost of the election. If we are unable to cover it we would have to go in front of the Board of Commissioners for a budget amendment.

### **Board discussion concerning contingency plan for Election Day**

Tina stated to the Board that the office is working on an emergency contingency plan. If a school catches on fire or other unexpected emergency caused a polling location to be closed, voting would still need to take place. She stated that she reached out to other counties for their contingency plan. Stevens County replied and supplied us with their plan, however they only have one polling location. Board Member Schmelz stated that Stevens County did a great job with their plan and asked how much they paid for it. Tina said they worked in conjunction with their 911. Board Member Schmelz recommended that when the office works on the contingency plan to collaborate with the County's 911 and police department. Board Member Callaway asked if the county has any special vehicles that could be put in play with our plan. Tina stated they have a mobile command center but it is set up for first responders. It might not be handicap accessible. Board Member Schmelz stated she was curious to see the state's contingency plan. Tina said at the last conference they advised us to get with our county attorney. Board Member Richardson said he was given a tour of our office a few months ago and was surprised there was no contingency plan and in awe there is no security for the building. Board Member Schmelz agreed. Board Member Richardson asked the board to address the matters expeditiously. Board Member Schmelz stated that the Board had a joint meeting with the Board of Commissioners a year ago talking about the building and the problems. Board Member Schmelz stated her biggest concern is the security for the staff with the day to day operations. Board Member Schmelz suggested that the Board meet with the County Manager and Board of Commissioners and address their concerns. Tina stated that any plan or action to increase security will have to come out of the budget. Board Member Richardson asked if Tina was getting quotes together for a security system and to update the Board when quotes are ready.

### **VIII (A) NAACP vs. Kemp**

Board Member Schmelz asked for a status update where the office is in relation to the NAACP vs. Kemp lawsuit. Part of the lawsuit that involves Henry County has to do with the State House lines that were changed in 2015 specifically State House 111 district line. Tina stated she forwarded the Board an email from Secretary of State Brian Kemp's legal counsel. They requested for the office to come up with an outline of procedures and costs to hold a special election to run parallel with the May election regarding State House District 111. Tina stated that she advised them that the major costs would be notifying the voters, postage and redistricting the affected voters. If the federal judges vote to restore the 2012 State House district lines, State House districts 73, 109, 110 and 130 would also be impacted.

### **Open Discussion**

Chairman Brown welcomed new Board Member Richardson.

### **Public Comment**

No public Comment.

### **Adjournment**

Board Member Schmelz made the motion to adjourn; Board Member Callaway seconded. The motion carried 5-0-0.