

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, January 18, 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:

Andy Callaway, Chairman and Republican Party Appointee
Arch Brown, Vice-Chairman and Board of Commissioners Appointee
Mildred Schmelz, Democratic Party Appointee
Marie Thomas, Democratic Party Appointee

Not Present was:

Debbie Moon, Republican Party Appointee

Also attending was: Tina Lunsford, Elections and Registration Supervisor, and Shay Mathis.

Chairman Callaway called the meeting to order and asked for any additions or deletions to the agenda. Board Member Thomas made a motion to approve the agenda; Board Member Thomas seconded. The motion carried 4-0-0.

Approval of October, November and December minutes

Board Member Thomas asked that the December minutes be reviewed for a correction on page 6, third paragraph "Board Member Thomas commented that she was interested", the word **not** should be inserted. Ms. Mathis stated she will review the audio and make the necessary correction. (After review of the audio the statement was amended to read "*Board Member Thomas commented that she **wasn't** interested in that, she just felt like the whole situation had been swept under the rug.*") Board Member Brown made the motion to approve the October, November and December minutes with the correction; Board Member Thomas seconded. The motion carried 4-0-0.

Update on the Hwy. 42 Location

Tina stated that staff toured the building (old Snapper showroom and sales building). The building is not move in ready, it would require approximately

\$500,000 to renovate. It would fit the current needs as well as future needs of the office. Everything is handicapped accessible. Has a warehouse with loading docks with bay doors in the back. To lease the building would cost \$5,500 per month and the purchase price is \$425,000. Chairman Callaway asked for the total to get us in the building. Board Member Thomas also asked for the total cost to get the renovations done and ready for what is needed. Tina responded that there would have to be some aesthetic improvements. There is ample parking available. Board Member Schmelz suggested having Facilities Maintenance inspect the building to see what the approximate cost would be and minimal things that need to be done. She also asked the square footage of the building. Tina stated 12,000 all on one level. The Phillips drive location was 15,000 on two levels.

Board Member Thomas asked if the sale price and the lease price included renovations. Tina stated no. Board Member Thomas also stated she thought the cost to renovate the Phillips Drive building would cost around \$234,000 which is half the price of this building. *(Tina left the meeting at approximately 1:06 and returned at 1:16)* Board Member Schmelz asked how we should move forward. Tina stated she would like for the Board to tour the facility and then present it to the County.

Board Member Schmelz asked how long the building has been vacant. Tina stated for well over a year. Board Member Schmelz stated from her real estate experience if a building has been vacant for a while and there's no money being made, they want to get it rented or sold. So the owners then become anxious to generate money because they are paying taxes on the property and insurance on the property. Another facility was toured (the old Frasier World building) but it does not fit the need for the department.

Chairman Callaway made a motion to support Tina in securing the said location and that the Board meet with the owner and tour the facility and at the next meeting discuss the findings and where to go from there. Board Member Schmelz made the motion as stated by the Chairman; Board Member Thomas seconded. The motion carried 4-0-0.

Discussion on the FY 2018 Budget

There was a budget package regarding what Tina has submitted to the Board of Commissioners for the department. Tina stated she would like for 2 Board Members (possibly one from the Democratic Party and one from the Republican Party) to attend the budget meeting with her. Board Member Brown stated he would be the alternate if need be. *(a copy of the package will be maintain with the minutes for the record)*

Proposed annexation by the City of McDonough

Tina stated there is legislation for the City of McDonough to annex property out Jonesboro Road which includes the Henry Towne Center shopping area. They are considering annexation to the Clayton County line. There are different ways to annex; 60% method, 100% method and a referendum. The City of McDonough wishes to use the referendum method. The problem that it will cost the department is we will have to determine each parcel that will be affected. Those voters will have to be moved temporarily into a "ghost" combo. Since the voters are currently county voters, we will have to open the precincts in the area or the Board of Elections can make the decision that they will vote at the main elections office (precinct for the City of McDonough). This was not budgeted but there are funds that could be used if we have to open the additional precincts.

Chairman Callaway asked if the City of McDonough would defray any of the cost. Tina stated they should but that's in question. When there is an election by referendum, the voters that are affected normally vote. But there's a lot of commercial parcels in the area, so the legislation could be written where the commercial owners could vote and that will complicate things more.

Tina stated she also informed the City Clerk that this will affect the Council Districts, overbalancing some of the districts. This will have to be in place by the first of June because qualifying is in August and the voters will have to be notified.

Board Member Schmelz emphasized that she feels that the City should incur some of the cost involved and also when it comes to the actual voters, commercial owners should not be able to vote on a referendum.

Chairman Callaway commented that it was suggested at the last meeting that he meet with the local legislative delegation when there is legislation that affects the Election's and Registration department. He will do this.

Board Member Schmelz commented that if this happens the City needs to incur some of the cost. Tina replied they will incur a big portion of it.

Board Member Thomas asked for a copy of the 2017 election schedule.

Current workload of office

Tina stated as of this date there are 9,488 DDS applications to be processed and 700 online applications and 4,000 mailed applications. This has to take precedence over anything else we are doing right now. There are some county's that will have special elections in March. There are a quarter million electronic applications statewide; Henry County has 8% of those. And the reason for the 8%

is because of the run-off election in December. The State is requesting the counties have this cleared by the March election. We should be close.

Tina also discussed increasing the community outreach in the schools and community.

The projection is that we could possibly be over 170,000 registered voters by the end of the year. Board Member Thomas commented that there should be more money allocated in the budget for additional personnel because the workload is picking up.

Chairman Callaway asked what the penalty from the State is if the deadline to get the registrations entered is not met. The Board would receive a letter and there could be a request for an appearance before the State Board and possibly a fine.

Open Discussion

Board Member Brown asked the Board members to think about for the next meeting, the possibility of an Assistant Director.

Public Comment

There were no comments.

Recess

Board Member Brown made the motion to call for a recess of the meeting; Board Member Schmelz seconded. The motion carried 4-0-0.

Reconvene

Chairman Callaway called the meeting back to order at 2:30 p.m.

Open Meeting Training

Jennifer Colangelo, Assistant Attorney General conducted the training on Open Meetings and Open Records. (a copy of the handout will be attached to the minutes for the official minutes.)