

Board of Supervisors of Elections

Minutes

September 12, 2016

Room 212, City Hall

The meeting was called to order at 8:35 a.m.

Present: Marc Mitchell, Vice President
David Pearce, Secretary
Saundra Nickols, City Attorney
Phyllis Hane, Legislative Clerk

James Hammond arrived at 8:45 a.m.

1. On a motion made by Mr. Pearce and seconded by Mr. Mitchell the Board approved 3-0, with Mr. Hammond having provided approval via email prior to his arrival, the minutes of the April 25, 2016 meeting.
2. The Board reviewed the proposed changes to Article V of the City Charter and Chapter 7 of the City Code. Mr. Mitchell identified one issue in Article V: §20(d) does not provide a method of filling a vacancy in the office of Alderman which occurs more than 12 months after the election, if the office had been held by an unaffiliated candidate. It was decided Ms. Nickols would contact the Board of Aldermen and suggest a change to provide for such a vacancy to be filled by an individual selected by the remaining members of the Board of Aldermen. Staff will take the final revisions to the Board of Aldermen for approval in October.
3. The Board reviewed the election timeline as set out in the Charter and Code. As the date to begin accepting Certificates of Candidacy is not identified in the Charter, the Board reached consensus to set January 3, 2017 as the date to open filing.
4. The Board reviewed the early voting times and location preferred by the Board of Aldermen and was in concurrence with those recommendations. The proposed dates and times are as follows:

Primary Election Day: September 12

Early Voting: Friday, August 25, 12 -8

Saturday, August 26, 12 – 6

General Election Day: November 7

Early Voting: Friday, October 27, 12 – 8

Saturday, October 28, 12 – 6

The proposed location for early voting is the Frederick County Senior Center.

The Board reviewed the precinct boundaries and polling places utilized in the 2013 City elections. Consensus was reached to recommend no changes to the boundaries or polling places, but to adjust the number of judges and scanners at some polling places as needed based on prior turnout. Mr. Hammond will contact those locations which are not City-owned facilities to ensure they are willing to serve as polling places again in 2017. Staff will prepare a resolution to take to the Board of Aldermen for approval at a future meeting.

The Board discussed compensation for election judges. Discussion centered on the advisability of keeping City compensation comparable to that paid by the County. Mr. Mitchell will provide the current compensation rate from the County Board of Elections. The Board will finalize this recommendation at the next meeting after reviewing that information. Regarding compensation for those election judges serving during early voting, consensus was to provide 50% of the rate paid for the primary or general election day per day of early voting, as early voting will require approximately half the number of hours.

5. Under new business, Mr. Pearce noted there had been some discussion during the citizen comment section of the Mayor and Board of Aldermen workshop concerning the formation of a secondary committee to review election issues. He inquired if such a committee had been formed and, if so, how it would affect the work of the Board. Ms. Nickols noted that there had been some interest among the Board of Aldermen in the idea put forward; however no action has been taken at this time and any committee formed now or in the near future would have no impact on the work of this Board for the 2017 elections.

Ms. Nickols will keep the Board informed of the date on which the Charter and Code revisions will be scheduled for approval by the Board of Aldermen.

Staff will contact the Board to schedule the next meeting for early December to finalize expense projections prior to submission of FY 2018 City budget requests.

The meeting was adjourned at 9:39 p.m.

Respectfully submitted,

Phyllis Hane
Legislative Clerk