



## ADMINISTRATIVE SERVICES COMMITTEE - BOARD OF ELECTIONS

Tuesday, August 8, 2023

10:30 a.m.

MINUTES

### ATTENDEES

Legislators R. Ciotoli and W. Standing; Commissioners Lin Layman and James Wahls;  
Guests: Katie Chandler (Deputy Treasurer), Peter DeWind (County Attorney), Cathy Haskell (Legislative Clerk), Stephanie Jerzak (Chief Accountant), Jeremy Loveland (CIO), Laura Schurter (Accountant), Martha Sauerbrey (Legislative Chair)  
Absent: Legislators D. Mullen and J. Brown

### APPROVAL OF JUNE MINUTES

No quorum, unable to approve.

### FINANCIAL

Year-to-Date Budget Report was presented. No discussion.

The 2024 Elections Budget Request with Notes attached was presented and discussed.

Obj 412910 Elections Fees was increased by \$1,000.00 estimated on revenue due to historical actuals.

Obj 510030 Overtime Pay Only was made separate with an estimated OT required for early voting for 3 elections, based on historical actuals.

Increases were added to the following line items due to holding 3 high turnout elections in 2024. Obj 540010 Advertising \$ 500.00, Obj 540490 Election Expense \$19,500.00, and Obj 540550 Rent-Lease \$600.00.

A transfer of \$500.00 was made from Obj 540320 Leased/Services Equipment to Obj 540560 Repairs for vehicle maintenance.

Obj 540143 Election Inspector was left to discuss separately. There was an increase of \$38,318.00 due to the third election, higher voter turnout, additional staffing, and the expected increase in minimum wage. Additionally, Obj 540143 EV Election Inspectors Increased \$17,400.00 for the same reasons.

Additional discussion was held concerning the IRS requirement that the inspectors are to be county employees. Ongoing plans to determine and create the best path continue with all departments involved.

#### NEW BUSINESS

The request for use of social media, a Facebook page was approved providing we follow all county and ITCS guidelines. The Deputies have agreed to manage the page, with oversight by the Commissioners.

Commissioner Wahls and Deputy Commissioner Johnson are attending the Summer Training Conference in in Niagara Falls August 15-18<sup>th</sup>.

We have 120 Election Inspectors trained and 62 left to train in the last 2 weeks of August.

Plans and dates finalized for use of county cars from our current building as of GE 2023.

Discussion was held on the Bills on Governor's desk. There is hope that the

“Early Vote by Mail” and the Local Elections to move to even years with State and Federal offices Bills will be challenged if signed into Law. The Mandatory training curriculum for poll workers, train-the-trainer program, involves statewide mandates.

There were no PERSONNEL, RESOLUTIONS or PROCLAMATIONS.