

**MADISON COUNTY  
BOARD OF ELECTIONS AND REGISTRATION  
SPECIAL CALLED MEETING**

**JANUARY 20, 2015  
MINUTES**

**MEMBERS PRESENT:**

Tracy Dean, Chairperson  
Lisa Mathis  
Leo Smith

**MEMBERS ABSENT:**

None

**OTHERS PRESENT:**

Teresa Hilburn  
Lynn Phillips  
Mike Mathis  
Anthony Dove, Chairman BOC

Chairperson Tracy Dean called in to order the special called meeting of the Madison County Board of Elections and Registration at 9:00a.m., January 20, 2015, in the Board of Elections and Registration office in the Madison County Government Complex.

Ms. Dean stated the purpose of the meeting is to discuss the possibility of the BOER conducting municipal elections. Anthony Dove, chairman of BOC, will arrive later to answer questions from the board.

In an earlier meeting with city officials, Steve Sorrells, city clerk of Comer, Ga., stated that the old Comer Depot might be a possibility to use for elections if the county agreed to maintain the building. Ms. Dean and Mr. Smith visited the building. However, Mr. Sorrells came by the BOER earlier on January 20, 2015 and stated the building was no longer available. It may be available for Election Day only. The Traveling Museum in Comer would be an adequate location for Election Day, but parking would be a major issue.

Ms. Dean stated purpose of prior meeting with city officials. The cities were told no decisions would be made at that meeting. Ms. Dean is concerned with the wear and tear on the DRE units. She does not want to make a rushed decision. ExpressPolls must be replaced as soon as possible. Ms. Mathis would like Chairman Dove to answer a few questions before continuing with matter of DRE units.

Mr. Smith asked what the latest date would be for a signed contract if the BOER decided to conduct municipal elections. Ms. Dean stated contracts would need to be drawn as

soon as possible and signed before qualifying in August. Municipalities would be responsible for the cost of contracts.

Chairman Dove arrives and Ms. Dean explains the purpose of the BOER meeting. Ms. Mathis asked Chairman Dove what the rationale for cutting the BOER budget. Chairman Dove stated the BOC would probably be flexible later in the year after the county budget is finalized. Ms. Dean stated the necessity of replacing 23 ExpressPolls in 2015 at approximately \$1000.00 each. The board feels current DRE units would not be adequate for 2016 elections. Ms. Mathis also asked about additional staffing if the BOER decided to conduct elections. Chairman Dove stated the cities would be responsible for payment of salaries. Ms. Dean doesn't want current staff to have added responsibilities and no additional pay. Chairman Dove stated that would be a BOC decision.

Mr. Smith asked for clarification of the possibility of purchasing new DRE units in 2015. Chairman Dove stated June or July would be a good time to approach BOC. Mr. Smith also envisioned the cities pay in advance and the county reimburse the city if no election is needed. He also asked about reimbursement to BOER budget. Chairman Dove stated all designated funds must go through the financial office and then go back in to the BOER budget.

No further business with Chairman Dove.

Mr. Smith would like to develop a calendar showing when decisions need to be made. Ms. Mathis doesn't feel BOER should conduct city elections until more DRE units are replaced. Ms. Mathis agrees with having a calendar at a later time, but would first like the cities to send an itemized cost of previous elections since only one city had responded to the earlier request. Ms. Dean will email cities and have them submit this information. Ms. Mathis would like to know when it would be feasible to conduct city elections and what year we would began and then figure out what calendar needs to be looked at. Mr. Smith would like to outline costs at the February BOER meeting when city officials will be present. Ms. Mathis is concerned that costs such as staff salaries and runoffs have not been considered in the contract. Ms. Dean will check with other counties to see if they have an itemized cost of city elections. An estimated cost to conduct city elections was previously emailed to board members and is now a part of January 20, 2015 minutes. Ms. Mathis asked for a detailed breakdown in the staff fee. Mr. Smith doesn't feel cities should pay entire staff salary for Early Voting. Ms. Dean asked how to determine how much time is spent on a particular election on a particular day and would it be divided between the cities that are using the county to conduct their elections. BOC would have to adjust salaries for office staff to compensate for additional responsibilities when conducting city elections. Ms. Dean explains the process during Early Voting. Ms. Mathis stated that compensation for currently unforeseen additional responsibilities of Ms. Dean and her staff need to be taken in to consideration when determining costs and means of adjustments be included.



Mr. Smith stated DRE units could be delivered and picked up the same way as with a county election. Ms. Dean will compile a detailed breakdown of the entire cost for conducting a city election.

Mr. Smith does not feel a need to tour cities on Election Day. Ms. Dean feels it is necessary for her to go since BOER is responsible for conducting the election.

Ms. Dean will check with county attorney to see who would write contracts for cities.

Ms. Dean will recruit poll workers from the pool that she uses for county elections.

Cities will be responsible for publishing qualifying fees.

Mr. Smith states cities should pay in advance and be reimbursed if no election is held.

Ms. Dean will contact cities for information. If the information is not received by the deadline she gives them, the BOER will not consider conducting their election.

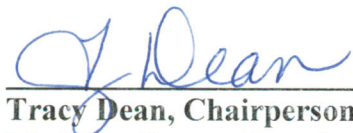
Mr. Smith asks for an estimated cost of a runoff. Possibly have another contract for a runoff. Each city will have a separate contract.

**No Further Business**

Ms. Dean made a motion to adjourn meeting. Ms. Mathis seconded the motion. Motion passed by unanimous consent.

**Meeting Adjourned at 10:26a.m.**

These minutes are hereby approved by the board this 3<sup>rd</sup> day of February, 2015.



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Tracy Dean, Chairperson  
Madison County Board of Elections and Registration