

**MINUTES
ELECTION COMMISSION MEETING
Monday, July 17, 2023**

PRESENT: Chair/City Clerk: Abrial J. Barrett
 Commissioners: Eric Shepherd
 Grace Descamps
 Mary-Jo Nanni
 Deputy City Clerk: Amy Anikewich
 Recording Secretary: Steven Keith

ABSENT: Marguerite Bowman

1. Call to Order

Ms. Barrett called the meeting to order at 10:30 a.m., and a quorum was present.

2. Approval of June 6, 2023, Meeting Minutes

Motion by Shepherd, seconded by Descamps to approve the minutes of the June 6, 2023, meeting as presented.

Ayes: All – 4
Absent: Bowman

3. Adopt a Resolution establishing Early Voting Precinct at City Hall 27600 Jefferson Ave, St. Clair Shores, MI 48081

Motion by Nanni, seconded by Shepherd to adopt a Resolution establishing Early Voting Precinct at City Hall, 27600 Jefferson Ave, St. Clair Shores, MI 48081

St. Clair Shores Early Voting Resolution

Whereas the voters in Michigan, on November 8, 2022, approved the passage of Proposal 22-2, which in part, entitles voters the right, once registered, to vote in each statewide and Federal election in person at an early voting site prior to election day, open for nine consecutive days beginning on the second Saturday before the election and ending on the Sunday before the election, for at least eight hours each day; and

Whereas the Early Voting Precinct for all St. Clair Shores registered voters will be held at City Hall, 27600 Jefferson Avenue, St. Clair Shores, Michigan, 48081, as it meets polling place requirements; and

Whereas the Early Voting Precinct for State and Federal Elections will be open for nine consecutive days beginning the second Saturday before election day through the Sunday before election day during the hours of 8:30 a.m. to 4:30 p.m.; and

Whereas the City Clerk is allowed to set additional hours for Early Voting, add additional days of Early Voting, and allow Early Voting for an election that is not a statewide or Federal election, by this resolution; and

Whereas all Early Voting dates and times will be posted sufficiently forty-five days prior to every election to notify voters; and

Now Therefore Be It Resolved that the City of St. Clair Shores City Council approves the establishment of the St. Clair Shores Early Voting Precinct which will be located at City Hall, 27600 Jefferson Avenue, St. Clair Shores, Michigan, 48081, for the City of St. Clair Shores.

I, Abrial J. Barrett, City Clerk, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Election Commission of the City of St. Clair Shores, County of Macomb, State of Michigan, at a regular meeting held on Monday, July 17, 2023, and that said meeting was conducted and public notice of the said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of the said meeting were kept and will be or have been made available as required by said Act.

Abrial J. Barrett
City Clerk

Ayes: All – 4
Absent: Bowman

Item 3 continued

a. Approval of Early Voting Plan

Ms. Barrett explained the Early Voting Plan and it was reviewed by the Election Commission.

Motion by Shepherd, seconded by Descamps to approve the Early Voting Plan as presented.

Ayes: All – 4
Absent: Bowman

4. Approval of August 8, 2023, Special Election Inspectors and Receiving Board members and allow the Clerk the authority to fill any vacancies that may occur

Motion by Shepherd, seconded by Nanni to approve the August 8, 2023, Special Election Inspectors and Receiving Board member and allow the Clerk the authority to fill any vacancies that may occur.

Ayes: All – 4
Absent: Bowman

5. Adopt a Resolution Appointing the Absentee Counting Board Inspectors to the 6 AVCB, allow the Clerk authority to fill any vacancies that may occur, and determine the start time for this board to convene no later than 10:00 a.m. at City Hall

Motion by Descamps, seconded by Shepherd to adopt a resolution appointing the Absentee Counting Board Inspectors to the 6 AVCB with a start time no later than 10:00 a.m. on Tuesday, August 8, 2023, at City Hall.

Ayes: All – 4
Absent: Bowman

6. Conduct Public Accuracy Test for the Special Election to be held on Tuesday, August 8, 2023, Pcts #1 & #6

Test Reports and sample ballots were distributed to the commissioners for their review.

Tabulators 1 and 6 from the approved Election Commission Schedule of Equipment Testing were used for the public test.

Ms. Barrett read aloud seal #208220 on the ballot bag containing the preliminary test materials and test ballots before the seal was cut. The test ballots for Precincts #1 & #6 were removed from the ballot bag, and the public tests were run as follows:

Precinct 1 test deck was run on Precinct 1 DS200 tabulator serial # DS0316390675 seal #25141 by Mary-Jo Nanni.
Precinct 6 test deck was run on Precinct 6 DS200 tabulator serial # DS0316400110 seal #25142 by Grace Descamps.

The results tapes were compared and verified to the test deck pre-determined results worksheets for accuracy by the commissioners. All of the results tapes agreed with the pre-determined test results.

The Public Accuracy Test results and all test materials along with the test ballots were sealed in the presence of the Election Commission. The ballot container was resealed on July 17, 2023, in the presence of the Election Commission with seal #208220.

a. Approval of the Public Accuracy Test as performed on tabulators for Precincts #1 & #6

Motion by Descamps, seconded by Shepherd to approve the Public Accuracy testing results for the August 8, 2023, Special Election as conducted today.

Ayes: All – 4
Absent: Bowman

b. Approval and Acknowledgement of the Testing conducted by a 3rd Party Vendor for the Preliminary Testing of Voting Equipment tabulator program testing and security certification form required under Michigan Election Laws

Ms. Barrett explained the Tabulator Program and Security Certification requirements when using a third party for testing.

Motion by Shepherd, seconded by Nanni to approve and acknowledge the testing conducted by a third-party vendor for the preliminary testing of voting equipment tabulator program testing and security certification form required under Michigan Election Law.

Ayes: All – 4
Absent: Bowman

7. Review City Clerk's location selection for additional required State funded Election Drop Boxes

Motion by Shepherd, seconded by Nanni to approve the City Clerk's location selection for additional required State funded Election Drop Boxes.

Ayes: All – 4
Absent: Bowman

8. Audience Participation - None

9. Adjournment

Motion by Descamps, seconded by Shepherd to adjourn the meetings at 11:15 a.m.

Ayes: All – 4
Absent: Bowman

Prepared by:
Steven Keith
Recording Secretary

Reviewed by:
Abrial Barrett
Chair/City Clerk