

**April 7, 2021 PRE PRIMARY MEETING OF THE  
DELAWARE COUNTY ELECTION BOARD**

**PRESENT:** Gerald Lawrence  
Ashley Lunkenheimer  
James Byrne, Jr.  
Manley Parks, Solicitor

Also Present: Jim Allen, Director of Election Operations  
Laureen Hagan, Chief Clerk  
Crystal Winterbottom, Voter Registration Office  
Maryanne Jackson, Interim Director of Elections  
Christina Iacono, Poll Worker Coordinator  
Chevon Flores  
Patty Carfagno

Mr. Lawrence called the meeting to order

Pledge of Allegiance

Mr. Allen adjusted the agenda for postage under item 6 should change from report to action agenda as well as item #8 fairly settled and should be tabled.

Approval of Minutes from the March 2, 2021 Board Meeting. Ms. Lunkenheimer moved to approve the March 2, 2021 board minutes and Mr. Byrne seconded the motion. Motion to approve the March 2, 2021 board minutes approved 3-0.

The Oath was administered to Mr. Allen by Chairman Lawrence.

Public Comment

Mr. Byrne stated that the message from Mr. Savage and public comment should be heard earlier. Mr. Lawrence stated that there were several comments regarding the Darby Township polling place situations. Mr. Savage did email that they be heard earlier and voted on during the time for Voting Machine Warehouse. Mr. Savage stated that this polling place change has generated more comments than any change he had seen before since taking over the position. Mr. Savage also felt that if read earlier those who wish to respond may have a better chance to respond either positive or negatively. Mr. Lawrence took Mr. Savage's advice and read the emails as follows: Ms. Taliaferro sent 2 emails as 2<sup>nd</sup> ward commissioner to have the polling places remain in their locations that were set due to Covid. Mr. Richard Womack wrote as the chairman of the local democratic party opposes moving the current locations that were set due to Covid and mentions less intimidation then what he said happened in the 3,4 and 5<sup>th</sup> wards former polling locations. Ms. Dawn Boyle wrote in support of the current polling places remaining. Mr. Dan Beliope wrote in support of leaving the current polling places at least for 1 year.

Mr. Allen thanked the Board and County Council for the opportunity to take the 3 election offices and make them into 1 larger office. Mr. Allen went on to thank Mr. Lazarus, Human Resources, Ms. Hagan, Ms. Winterbottom and Mr. Savage. Mr. Allen stated that most work was surrounding preparing for team meeting at all 3 locations. It was then stated that all team managers have received their tasks lists for now until the Board goals after elections.

Mr. Allen stated that there is a massive ramp up of vaccinations. It was then announced that there would be a prioritization ahead of the May 18<sup>th</sup> Primary per the Executive Director to get the poll workers vaccinated with the 1 shot J&J vaccine at Delaware County Community College. Ms. Lunkenheimer applauded all involved. Mr. Lawrence inquired about how we would be reaching out to the poll workers. Mr. Allen then stated that we do not have as many phone numbers and emails, but it would also go out in the letters with the necessary W4 forms. Ms. Lunkenheimer stated that the Board would be willing to help. Mr. Lawrence stated that it was only last year that we started collecting email and phone numbers but that this may help facilitate that.

There was then discussion on how and possibly when the meetings could go back to in person. It was stated that currently there is an uptick in Covid cases and that the board defers to the health officials for guidance. One Board member stated that they should start being in person or at least hybrid with zoom but felt that the County Council meeting room is big enough. It was then stated that they would try to get back to in person meetings but not even up to County Council but health officials.

Mr. Allen moved on to the ballot design and that there was an elimination of all caps as deemed best practice by graphic designer. He went on to the instructions to be 8pt font and would be consulting with Manly for simplified and clarified instructions and that the board should have a mockup in coming days.

Ms. Lunkenheimer inquired about ballot certification and when the ballots would be going out. Mr. Allen was surprised certification run later than liked but he would defer to Chief Clerk Hagan as another benchmark to handle. Ms. Hagan reported that there was certification from the Secretary of State and all of Delaware County challenges were done the move forward was expected the end of the week of April 19<sup>th</sup>. Mr. Allen requested that a mockup version be to the board prior to the 19<sup>th</sup> of April. There was contact that morning with Ms. Mathis from the Department of State regarding the language of the questions.

Mr. Allen was pleased with Ms. Iacono's progress to mail the poll worker training. Mr. Allen then stated that drop box location will be notified that drop boxes will be open April 26, 2021.

Mr. Allen then stated that there is \$150,00 left and continue to use these funds to mail ballots to voters.

Ms. Lunkenheimer moved to recommend to County Council to provide return postage of ballots if return was not using a drop box and Mr. Byrne seconded for discussion. In further discussion it was noted that the funds would be used for mail out of ballots, correspondence along with other key items to poll workers and return postage if not returned using a drop box. Mr. Byrne

stated he would like to see the book prior to it being sent out and that there is no need to go over again vote is still no. Mr. Allen stated he would get copies of the book to the board. Mr. Byrne inquired if this amount left from last year and was told yes and Ms. Lunkenheimer approved of this. Mr. Lawrence likened putting a stamp on is a poll tax. Mr. Lawrence stated that he stated that he does not believe the motion needs to include the mail out of ballots in the motion as that is the duty of the office to begin with and that the second part of correspondences to the poll workers was administrative but the motion should be for that of return postage for ballots returned not through a drop box. Motion passed 2-1.

Mr. Lawrence commented on Ms. Coming in with the incredible tasks of last spring of volume of staff as well as ballots and applications due to the change in the law along with the pandemic. Ms. Jackson was needed determined by a survey County Council with an independent study. Ms. Jackson came in as a tremendous help with management expertise and help identify and help with the relocation as well as the installing of new equipment and roles with plans to successfully complete last fall. It was expressed that the board was very grateful to her and not that there is a full time Director of Election Operations that April 16<sup>th</sup> will be Ms. Jackson's last day. The board wished her good luck and said how much they appreciated her. Ms. Jackson then thanked the board along with the following: Mr. Parks, Ms. Hagan, Ms. Winterbottom, Mr. Savage and Mr. Allen. Mr. Allen thanked Ms. Jackson for being an effective ambassador to him and congratulated her on her new job.

Mr. Byrne acknowledged the call over the weekend from Mr. Allen but regarding budget wants to see proposed verse actual usage and would like to see that before the next meeting for 2019,2020 and 2021. Mr. Byrne stated he could complete a right to know and Mr. Allen stated that he was being brought up to speed on SAP with the CFO. Mr. Lawrence stated he would also like to see that. Mr. Allen stated he would like to get that information to them in its entirety not piece meal the information (CARES, CTCL grant etc.)

#### Chief Clerk Bureau of Elections

Ms. Hagan asked for consideration and approval for various legal notices which include the following : 1) Central tabulation of Equipment test, 2) List of Inaccessible polling places and advertise alternative, 3) Pre-canvass of Absentee and Mail In as well as the canvass, 4) Return Board Notice, 5) Provisional Ballot Review and 6) Advertise UOCAVA count. Ms. Lunkenheimer moved to approve the notices as presented by Ms. Hagan and Mr. Byrne seconded the motion. Motion approved 3-0.

Ms. Hagan then requested consideration of the RFP of the by mail ballot and official Election Day ballots. Ms. Hagan stated there were 7 bids and thanked all who bid. It was suggested that after much consideration the county move forward with Michigan Election Resource (MER). There was then discussion on the RFP in regards to having done one before last primary and Ms. Hagan stated that the one for this year is for the primary and then another will need to be done for the general election and that in future years may want to fill for entire year. Ms. Lunkenheimer inquired who reviewed the proposals and that it would be better for full year extensive term. Ms. Hagan informed the board that Purchasing accepted the bids and reviewed

them for their level and then Ms. Jackson and Ms. Hagan reviewed to choose. Ms. Lunkenheimer moved to select MER for the winning bid and recommend that County Council move forward with Michigan Election Resources to which it was determined that originally it was Mr. Byrne had made the motion and Ms. Lunkenheimer seconded the motion. Motion approved 3-0.

Mr. Lawrence stated that he heard a lot of positive comments with the petition time period both friendly and positive in tone.

#### Poll Worker Supervisor

Ms. Iacono was going to discuss the pay scale, but it was tabled. She then went on to state that she hoped to have the manuals soon and send the board digital copies.

#### Supervisor of Voting Machine Warehouse

Mr. Savage asked for a motion to move the following all by Bi-Partisan agreement: 1) Chadds Ford Twp. North East and South West precincts, 2) Upper Darby Twp. 3-10 for this election, 3) Upper Darby Twp. 2-7 and last Nether Providence Twp. 1-1,1-2 and 3. Mr. Savage confirmed that as the location these were being moved to are existing polling places they are compliant. Mr. Byrne moved to approve the presented bi-partisan changes mentioned above and Ms. Lunkenheimer seconded the motion. Motion approved 3-0.

Mr. Savage then moved on to the proposed move of Darby Township 3-1, 3-2,4, 5-1 & 5-2. The petition was to move the precincts to their historical locations and was properly executed. Mr. Savage read the cover letter by the republican leader Mr. Barry Merlino. Ms. Lunkenheimer mentioned that the public comment that was read mentioned serious allegations of voter intimidation and as she is not sure if accurate the concern of history at the other locations. Mr. Savage stated that prior to the petition he had never heard any allegation. He went on to state that Mr. Merlino is one of the most cooperative of any party leader and Mr. Womack is a good friend for 2 decades no and Mr. Savage has no reason to point finger as true or not. Ms. Lunkenheimer inquired if it was changed originally due to the pandemic and the answer was yes. Mr. Savage informed the board that there were no complaints about set up from the school, rovers or Mr. Merlino only how well gym served. Mr. Savage stated that once the signs were hung the calls started and anyone with concerns were told to send them to the board, but it appears to mostly be a partisan fight.

Ms. Hagan read 3 more comments that were sent into the board all from Mr. Merlino supporting the move back to the original locations. Mr. Merlino stated that the original locations were senior friendly better for Covid protocol, less confusion on where to vote, the line at the school was a nightmare and he never saw intimidation could be between candidates.

Mr. Byrne moved to adopt the petition and Ms. Lunkenheimer seconded the motion to open for discussion. There was then much discussion regarding the accessibility of the current location due to Covid. Mr. Savage stated that poll workers from various precinct as well as Mr. Merlino inspected the current location there are steps but also ramps and wide doorways. Ms.

Lunkenheimer stated that these serious allegations should be investigated as these precede Mr. Savage time here. Mr. Byrne stated that usually the local officials can come to some agreement

is there a reason that this needs to be done today? Mr. Savage stated the deadline to change polling places is April 28<sup>th</sup> we do not have to do it today no. He went on to state that the thought of these leaders coming together in agreement he could not say that could only be judged by tone of the letters. Any accusation of voter intimidation is serious but for the past 2 elections Darby Township has been bipartisan agreement without them knowing. It was posed if any further polling place changes would be submitted prior to the deadline and the answer was not that Mr. Savage was away of. Ms. Lunkenheimer would like more information on the accusations made on voter intimidation. There was some further discussions and Ms. Lunkenheimer stated that she was torn, and that the intimidation occurred prior to last year and if approved what could be done to change the motion if voter intimidation was founded even partially. It was discussed that additional personnel or constable be placed there to look out and the board could move a polling place of own accord. Mr. Lawrence would like to vote on this today unless Mr. Byrne or Ms. Lunkenheimer strongly objects. Mr. Byrne agreed to move forward and if any allegations were found they be sent to Mr. Parks and the DA. Mr. Lawrence called to question approval of the polling place petition 1 yea-1 nea and Ms. Lunkenheimer abstained. Motion fails to pass.

The next item discussed was the bid for delivery & PPE equipment was awarded to Hughes Relocation Services. The next step is to get that on the County Council agenda for approval. There has not been anything mentioned in regard to the bid for sanitization post-election from the purchasing department. Mr. Lawrence welcomed Hughes and it was noted that the board would need to recommend approval in which Mr. Parks addressed as the normal course process went forward without weighing in. Ms. Lunkenheimer recommend to County Council move forward with contracting Hughes Relocation Services for delivery and return of election equipment and PPE equipment and Mr. Byrne seconded the motion. Motion approved 3-0.

Chief Clerk to the Voter Registration Commission

Ms. Winterbottom stated she had nothing but to the approved polling locations cards would be in the mail in the next week or so. To date 30,000 applications processed since November election and gave some important deadlines as well as welcoming Mr. Allen and thanking Ms. Jackson.

Mr. Byrne stated a request from Carol Miller for the party to be listed on the reports they received for mail in ballots. Ms. Hagan stated that last year the Department of State deemed that the party should not be allowed on the public reports. After much discussion with the agreement that your political party is public record Ms. Hagan explained that the report that would be run from the state SURE system does not include party and that is not an option she could pick to include or exclude. She did again offer for the parties to run 3 reports for them 1 all the republican requests, 1 all democratic requests and 1 all 3<sup>rd</sup> party request. That was an agreeable solution.

Old Business - None

New Business – Mr. Lawrence read a letter from Tom Micozzie leader of the republican party committee in Upper Darby Township who opposed filling the election boards with those not elected or court appointed and stated the process followed previously. This process was elected board members and court appointed member then there was emergency appointment 5 days prior

to the elections with the last option being curbside on the morning of the election. He stated that the electorate should have a voice in filling the vacancies. He felt that the local board should remain in control. Mr. Lawrence stated that Mr. Miccozzie raised a few good points and went on to explain the process of the election board. Mr. Lawrence stated that those elected are for 4 years and then if a vacancy occurs there is the process of court appointment and the last two are emergency appointment by Ms. Hagan 5 days someone can be emergency appointed if a vacancy still exists and the last is a curbside if someone does not show up to fulfill their duty on the day of by the rest of the board. Mr. Lawrence stated that for the last half dozen years or so until last year when there was the change Ms. Hagan had done a great job and great leadership of this. Ms. Hagan has done a great job of working with the political parties and local leaders to have workers in place and continue with this process. He then addressed that it was the Bureau of Election with Chief Clerk Hagan that emergency appoints not the board.

Ms. Hagan stated that the next day was the 1<sup>st</sup> court appointment date but no one applied and then gave the future dates and deadlines and encouraged people to file court appointments. Also, that having elected, and court appointed and knowing ahead of 5 days out is more effect and transparent.

#### Public Comment

Mr. Lawrence asked if there was any further comment Ms. Hagan stated there were 6-7 and went on to read the comments.

1. Tom Ranky – Wallingford – He stated that he didn't believe there was election fraud as many had in the last election but that the points given in his email should be addressed as to not reignite the divisiveness. After reading the email in its entirety Mr. Lawrence addressed each issue.
2. Jamal Hahn – Havertown – Supported the drop boxes.
3. Michael Straw – Media - Wanted boards appointed where there are contested races. The prior procedure was discussed in response to his email.
4. David Russell – Springfield\_ Supports the drop boxes.
5. Margaret Mansfield - Secane PO Box – Thanked the board for help and wants more constituent training as well as more signage. She also supports the drop boxes.
6. Tanya Cavalieri – Sharon Hill Democratic Chair- Discussed the vaccination and willingness to confirm addresses.
7. Graham Carrigan –Wallingford - Stated that he believes the budget should be made public.

Mr. Allen stated he would like to schedule and coordinate the board meetings for the entire year.

There being no further business meeting was adjourned at 1:18pm.