
Warren County Board of Elections Meeting

January 10, 2013

4:30 PM

MINUTES

Gloria Decker, Board Chair, called the meeting to order at 4:50 PM. Roll Call was taken with Board Secretary, Anthony Wyhopen, Commissioner Bob Stead, Commissioner Harry Brown and Bill Duffy, Administrator, in attendance.

LEGAL NOTICE

The legal notice for this meeting was read by Mrs. Decker.

PUBLIC PARTICIPATION

Mrs. Decker noted there were no members of the public in attendance.

MEETING MINUTES

The Board reviewed the Minutes of the September 25, 2012 as well as the November 29, 2012 Meeting Minutes.

Harry Brown made a motion to approve the September 25, 2012 Meeting Minutes, as is. Tony Wyhopen seconded the motion. The Minutes were approved unanimously by voice vote.

Harry Brown made a motion to approve the November 29, 2012 Meeting Minutes, with the addition of "No Action was taken during the Executive Session when the Board returned from Executive Session" and the addition of the word "In" to start the second sentence of the second bullet under Board Observations. Tony Wyhopen seconded the motion. The Minutes were approved unanimously by voice vote.

GENERAL ELECTION – TURNOUT REPORTS

Two (2) Warren County Turnout Reports were included in the Board Packet. The first report, titled "Warren County Turnout", is a district-by-district breakdown of all votes, including machine, provisional & mail-in ballots cast for the 2012 General Election. The "Presidential Turnout" Report offers a district-by-district breakdown of all ballots cast within Warren County during Presidential Elections beginning in 2000 and ending with the 2012 Election. The Board will review both reports.

Discussion concerning the lines and heavy voting experienced throughout the county was initiated by Mrs. Decker. She questioned whether the addition of the School Board to the ballot slowed the voting process. Mr. Duffy agreed that it was a contributing factor. He then addressed a problem concerning the lack of parking availability at certain polling locations. He stated that quite a few voters, at many locations, had to wait for parking spaces. Mr. Duffy explained that this situation is due to several polling locations housing more than one (1) or two (2) districts.

The Board instructed Mr. Duffy to draft a letter to all of the Warren County Municipal Clerks asking where additional polling places may be available. Additionally, the Board instructed Mr. Duffy to draft a letter to all State Legislators representing Warren County, the Lieutenant Governor and/or local Public School Boards from the Warren County Board of Elections. This correspondence would be either an endorsement or a request, by the Board, regarding the use and possible closure of public schools on Election Days.

2013 IMPORTANT DATES

A list of "Important Dates For 2013" was included in the current Board Packet.

WASHINGTON FIRE ELECTION 2013

Mr. Duffy reminded the Board of the upcoming February 16th, 2013, Washington Township Fire Election. Should the Fire Company have questions during the election, Mr. Duffy will be available via cell phone.

SCHOOL ELECTIONS – APRIL 2013

Ms. Decker asked how preparation for the upcoming School Election was progressing. Mr. Duffy stated that Pat Kolb, Warren County Clerk, sent a letter to both the Allamuchy and Greenwich School Boards asking if they were moving their Elections to November. Mr. Duffy informed the Board that the deadline to move a School Election to November is February 17. Mr. Duffy and Ms. Kolb are waiting for confirmation from both School Districts.

AVANTE VOTING MACHINES - TOUCH SCREENS

Mr. Duffy stated that Avante had contacted him regarding the Touch Screens. Avante forwarded Mr. Duffy an article pertaining to the different types of technology available. Lou Cicala, Warren County Election Board Office, has been in contact with Orlando Sales Associates regarding Touch Screens and is currently awaiting availability/pricing.

2013 BUDGET – OFFICE COMPUTER EQUIPMENT

Currently, \$9K is available within the Capital Budget for computer replacement. Mr. Duffy provided his email to Barry Smith (Warren County Information Systems) regarding equipment purchases. Topics included:

Scanners

Mr. Duffy requested that three (3) scanners within the Election Board Office be replaced. These scanners do not adequately scan voter signatures received from the NJ Motor Vehicle Commission (MVC).

Office PC

Mr. Duffy stated that he wants to replace his office PC, noting that warranties covering all Warren County Board of Elections SVRS PCs expired in 2010. He requested that the replacement PC be a laptop, enabling him to be able to access the SVRA System wirelessly and, should the office lose electricity, hopefully allowing for no downtime. A PC Docking Station for his desk would allow for automatic recharging of the battery. The current PC will be retained for emergency use.

Monitor (Avante Workstation)

Mr. Duffy will be rearranging the back office in order to increase the area available for use during Election Day as well as the days leading up to and immediately following. Concurrently, a monitor, keyboard and mouse will be necessary for use with the Avante Workstation.

Battery Tester

Mr. Duffy informed the Board that batteries, used by the Avante Voting Machines, are over three (3) years old. He suggested a Battery Tester be purchased. The cost of the request is \$393.68.

Office Furniture

Mr. Duffy reported that two (2) chairs will be replaced in the Election Board Office. He will order the same make/model purchased in 2012. The estimated cost of replacement is \$300.00 each.

WARREN COUNTY BOARD OF ELECTIONS WEBSITE

Mr. Duffy discussed his recent email (included within the Board Packet) to Barry Smith (with Art Charlton copied) requesting that the following be included on the Election Boards Webpage:

- ❖ Board of Election Meeting Dates/Times
- ❖ Board of Election Meeting Agendas/Minutes
- ❖ Public Advertisements Required Per Federal/State Law

Mr. Wyhopen reminded everyone that Public Advertisements posted on the Election Board Webpage would not fulfill Newspaper Advertising Requirements.

POLL WORKERS

Mr. Duffy informed the Board that, in order to ascertain an accurate list of available poll workers, Marie Petre will be sending a letter to all current Poll Workers, permanent and alternate. This letter will ask the Poll Worker to confirm whether he/she is available to work during the upcoming elections. As always, any non-returning Poll Worker will be mailed a "Certificate of Appreciation" and letter, thanking him/her for their service.

STATE ELECTION BOARD MEETING – NEW SVRS CONTRACTOR

Mr. Duffy reported that he and Marie Petrie would be traveling to Morristown on Tuesday, January 15 for a meeting regarding the new SVRS contractor (***Everyone Counts***, headquartered in San Diego, CA). It is anticipated that the meeting will cover what is to be expected during the conversion and the support to be provided after March 1st. Mr. Duffy stated that he would forward the Board all information garnered during this meeting.

NEW JERSEY ELECTION CONFERENCE - ATLANTIC CITY (MARCH 18-21, 2013)

Mr. Duffy will be attending this conference.

WARREN COUNTY FREEHOLDERS MEETING – FEBRUARY 13, 2013

Mr. Duffy stated that he was in receipt of a letter from the Warren County Freeholders, inviting the Board to the February 13th Freeholder Meeting.

MOTION TO ADJOURN

Bob Stead made a motion to adjourn. Harry Brown seconded the motion. A voice vote was taken with the motion passing unanimously. The meeting was adjourned at 5:47 PM.