



Carroll County Board of Elections



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Carroll County Board of Elections Board Minutes March 9, 2022

Present

Board

Griffith Manahan, President, in person
Samuel Foster, Vice-President, in person
John Woodley, Secretary, in person
Carol Coley, in person
Harvey Tegeler, in person
Jay Gullo, Attorney, by virtual

Staff

Katherine Berry, Election Director, in person
Erin Perrone, Deputy Director, in person
Jennifer Bartholow, Election Supervisor, in person
Olivia Mason, Intern, Liberty High School, in person
Joseph Zolkiewicz, Intern, South Carroll High School, in person

Members of the Public

Mitch Edelman, Carroll County Democratic Central Committee, in person
Kenneth Kiler, Candidate for Commissioner District 1, by virtual
Karen Perry, Acting Election Director, Cecil County, by virtual
Jason Sidock, Chair, Carroll County Republican Central Committee, by virtual

Call to Order & Declaration of Quorum

Mr. Manahan called the meeting to order at 10:00 am and declared that a quorum was present.

Welcome

Mr. Manahan welcomed those in attendance.

Additions to the Agenda

Mr. Manahan asked if any there were any additions to the agenda. No additions were added to the agenda.

Approval of Minutes

The Board approved the minutes from the February 16, 2022 meeting on a motion from Ms. Coley, seconded by Mr. Woodley. The motion carried unanimously.

Correspondence

Mr. Manahan reported that there is a collection of mail-in ballot applications in which voters returned handwritten messages to election officials. In summary, the voters are expressing their opinions about mail-in voting and the voting process.

Ms. Berry reported that Mr. Gullo assisted with responding to the voter who submitted the PIA request asking to see the ballots from the 2020 Presidential General Election.

Attorney Report

Mr. Gullo stated that all PIA requests are reviewed and considered, and many times, explaining the mechanics and Election Law is required to fulfill the PIA request. In response to a question, Mr. Gullo stated that we do expect a response from the voter who requested to see the ballots from the 2020 Presidential General Election.

Election Director's Report

Important Meetings

A list of meetings was included on the report.

Voter Registration

Ms. Berry reported that the monthly statistical reports have been posted to the office's website. The reports can be found at <https://elections.carrollcountymd.gov/FactsAndFigures.aspx>.

Ms. Berry introduced Olivia Mason and Joseph Zolkiewicz. Ms. Mason and Mr. Zolkiewicz are high school interns from Liberty High School and South Carroll High School who are helping staff with the day-to-day practices of the office. They are currently assisting with opening and organizing the mail, performing data entry into the Statewide Voter Registration System, and developing a voter outreach proposal for high school students.

In response to a question, Ms. Berry stated that information about someone being a voter registration volunteer will be added to the website.

A discussion was held about effective ways to inform voters about various voting processes, such as voter id, provisional ballots, and same day registration. While information is provided online and through social media, there is a population of voters who do not access information through those mediums. It was suggested to inform voters through public service announcements via television, radio and printed sources. It was stated that the best way for voters to receive accurate voting information is for those voters to call the office to talk to a staff person.

Mail-in Voting

Ms. Berry stated that approximately 7,800 mail-in ballot applications. Approximately 3,600 of those applications have been processed. There are more voters asking to be permanent mail-in voters than voters asking for a mail-in ballot for both the primary and general election.

Candidate Filings

Ms. Berry reported that the deadline for candidates to file for any office for the 2022 Gubernatorial Primary Election is Tuesday, March 22, 2022. The office will be open until 9:00 pm as required by Election Law.

Election Judges

Ms. Berry stated that customization of the *Election Judges' Manual* is finished and waiting approval from the State Board of Elections (SBE). Once approvals are received, the manual can be printed and posted to our website.

Ms. Bartholow reported that election judge recruitment is ongoing. Typically, recruiting election judges is tough for a gubernatorial primary because early voting and election day occur when people are away on summer vacation, Father's Day, and Juneteenth holidays. In addition, young people are participating with summer internships. Many voters are asking to be contacted later since polling places have not been established because of redistricting.

Personnel & Budget

Ms. Berry reported that Candy Sample resigned from her position. Recruitment to fill the open position will begin soon.

Ms. Berry stated that the FY23 budget was cut for election judge pay and other areas. The budget does not include office relocation, renovation or expansion. There are many questions about what funds should be encumbered into FY23 because the primary election is near the end of FY22.

Ms. Berry reported that one vendor submitted a bid for the specimen ballot mailer. Historically, the cost of printing and mailing the specimen ballots is approximately \$30,000, but the cost for this election is approximately \$104,000. Because the cost is over \$25,000, the bid must be presented during an open session of the County Commissioners. In addition, the vendor is concerned that paper for the specimen ballots may not be received until May. The vendor who will print the voter notification cards after redistricting is finished has not yet received the paper that was ordered in December 2021.

Legislation

Ms. Berry distributed a list of proposed bills that affect elections and reminded Mr. Gullo that there are several bills pertaining to open meetings. All bills listed under the bold line on the distributed list have not been heard by the General Assembly. Ms. Berry summarized some of the election bills.

- ***SB158/HB35 – Election Law – Voting Systems Costs, Polling Places, and Primary Election Date – Requirements*** codifies a 50/50 split cost of voting equipment between SBE and the local board. In addition, two amendments were added to the bill. The first amendment would require local boards to use the same number of polling places that were used during the 2018 elections. The second amendment

would prohibit SBE or the local boards to petition the courts to postpone election day past July 12. A vote will be held on March 10.

- *HB328/SB907 – Elections – Polling Places Location Restrictions – Repeal* allows voting to occur in an establishment that holds a liquor license. This bill would assist some of the larger local boards where voting could be held in large venues.
- *SB641 – Carroll County – County Commissioner Districts – Redistricting Plan* includes amendments that captures census tracts or census blocks that were not included in the original bill. This bill was passed by the Senate and is moving to the House.
- *HB862 – Election Law – Ballot Canvassing – Multiple Ballots Cast by an Individual* allows local boards to count one legally submitted ballot and reject one legally submitted ballot instead of rejecting both ballots.

IT/Warehouse

Ms. Berry reported that the county assisted with reinforcing the wheels on the new ballot carts that will be used to store the multiple ballot styles during early voting. Inventory of all state-owned equipment has begun.

Redistricting

Ms. Berry proposed a map that includes the newly drawn Congressional, Legislative and Commissioner lines. The summary is included under the *New Business* section of these minutes.

Next Board Meeting and Important Dates for Your Calendar

Ms. Berry reviewed the dates of future Board meetings and tentative dates for next year's elections.

- April 20, 2022 – Board Meeting
- May 18, 2022 – Board Meeting
- June 15, 2022 – Board Meeting
- July 8, 2022 – Board Meeting
- August 17, 2022 – Board Meeting
- September 14, 2022 – Board Meeting
- October 5, 2022 – Board Meeting

*2022 Election Dates – *TENTATIVE**

- June 16-23, 2022 – Primary Early Voting
- June 28, 2022 – Primary Election Day
- June 30 and July 8, 2022 – Mail-in Ballot Canvass
- July 6, 2022 – Provisional Ballot Canvass
- October 27 – November 3, 2022 – General Early Voting
- November 8, 2022 – General Election Day
- November 10 and 18, 2022 – Mail-in Ballot Canvass
- November 16, 2022 – Provisional Ballot Canvass

Public Comments

Four members of the public were in attendance. Ms. Perry thanked Ms. Berry for the redistricting and polling place change presentation. Mr. Kiler, Mr. Sidock, and Mr. Edelman had no comments.

Unfinished Business

There was no unfinished business.

New Business

Proposed Polling Place Changes

Ms. Berry explained the process of redistricting and determining new precincts. The bills detailing the new Congressional, Legislative and Commissioner lines include census tracts, census blocks, and election districts. The bills must be passed before precincts and polling places can be finalized. There are 14 election districts in Carroll County, and election districts cannot be changed. All lines (Congressional, Legislative and Commissioner) are overlaid on a map to determine each precinct within each election district. A precinct is developed to determine the correct ballot style for the voters living in that precinct.

Ms. Berry presented Plan A:

- Precinct 01-001 - Approximately 3,700 voters will vote at Northwest Middle.
- Precinct 01-002 - Approximately 3,300 voters will vote at Taneytown Elementary.
- Precinct 02-001 - Approximately 1,300 voters will vote at Francis Scott Key High School.
- Precinct 04-002 - Approximately 5,500 voters will vote at Sandymount Elementary.
- Precincts 04-003, 04-004, 04-005, 04-006 and 04-008 – Approximately 5,800 voters will vote at Mechanicsville Elementary.
- Precincts 05-001, 05-006 and 05-007 – Approximately 7,900 voters will vote at Eldersburg Elementary.
- Precinct 05-004 – Approximately 7,800 voters will vote at Oklahoma Road Middle.
- Precinct 05-005 – Approximately 500 voters will vote at Sykesville Middle.
- Precincts 05-002 and 05-003 – Approximately 6,000 voters will vote at South Carroll Senior Center.
- Precincts 06-001, 06-002 and 06-005 – Approximately 6,000 voters will vote at Manchester Valley High School.
- Precincts 06-003 and 06-004 – Approximately 4,700 voters will vote at North Carroll Middle.
- Precincts 03-002, 07-002, 07-008 and 07-010 – Approximately 4,500 voters will vote at North Carroll Community School.
- Precincts 04-001, 07-003 and 07-004 – Approximately 6,600 voters will vote at Winter's Mill High.
- Precincts 07-009 and 07-011 – Approximately 6,600 voters will vote at West Middle.
- Precincts 04-007, 07-005 and 07-006 – Approximately 8,200 voters will vote at Robert Moton Elementary.

- Precinct 07-007 – Approximately 3,300 voters will vote at Westminster Elementary.
- Precincts 08-002 and 08-003 – Approximately 4,800 voters will vote at Hampstead Elementary.
- Precinct 08-001 – Approximately 6,100 voters will vote at Spring Garden Elementary.
- Precinct 09-001 – Approximately 5,700 voters will vote at Winfield Fire Department.
- Precincts 11-001, 11-002, 09-002 and 09-003- Approximately 3,000 voters will vote at New Windsor Community Room.
- Precincts 13-001 and 13-002 – Approximately 7,900 voters will vote at Parr’s Ridge Elementary School.
- Precinct 14-001 – Approximately 6,200 voters will vote at Century High.
- Precincts 14-002 and 14-003 – Approximately 3,500 voters will vote at South Carroll High School.

Board action: Ms. Coley made a motion to accept the polling place changes in Plan A pending litigation. The motion was seconded by Mr. Woodley. The motion carried unanimously.

Board action on Plan A:

- Precincts 10-001 and 12-001 – Approximately 1,900 voters previously voted at Elmer Wolfe Elementary. It was proposed to move those voters to Francis Scott Key High School. Board action: Mr. Tegeler made a motion to relocate the polling place for precincts 10-001 and 12-001 from Elmer Wolfe Elementary to Francis Scott Key High School. The motion was seconded by Mr. Foster. The motion carried unanimously.
- Precincts 02-002, 03-001 and 07-001 – Approximately 5,500 voters previously voted at Runnymede. It was proposed to move those voters to Pleasant Valley Fire Company. Board action: Ms. Coley made a motion to relocate the polling place for precincts 02-002, 03-001 and 07-001 from Runnymede to Pleasant Valley Fire Company. The motion was seconded by Mr. Tegeler. The motion carried unanimously.
- Carroll Lutheran Village – A discussion ensued about whether to use Carroll Lutheran Village as a polling place for the 2022 elections. The facility cannot guarantee that it will be available for the general election in November if there is an increase of COVID cases in the fall. Ms. Coley made a motion to not use Carroll Lutheran Village as a polling place for the 2022 elections. The motion was seconded by Mr. Tegeler. The motion carried unanimously.

Board action: Ms. Coley made a motion to accept the polling place changes in Plan B pending legislation. The motion was seconded by Mr. Woodley. The motion carried unanimously.

Voter Outreach Presentation

Ms. Mason and Mr. Zolkiewicz presented their voter outreach project. The purpose of the project is to inform young adults on how to register to vote and become an election judge. In each high school, there are days in which students have a study hall, and those days will be designated for a specific lesson in voting and democracy. The first presentation will be held Wednesday, April 6 at Liberty High School. Ms. Mason will be reaching out to the Carroll County Student Government Association (CCSGA) to implement the program at other high schools in the county. An update on the program will be given to the Board at the April meeting.

In response to several questions, Ms. Mason stated that students may also get service hours in addition to monetary compensation for serving as an election judge. Many seniors do not have the required service hours needed to graduate because of limited opportunities during the COVID pandemic. Ms. Berry explained that before the COVID pandemic, outreach events were held at high schools.

The Board approved the voter outreach program on a motion from Mr. Woodley, seconded by Mr. Foster. The motion carried unanimously.

Disclosure of Campaign Contributions

Ms. Coley reported a campaign contribution of \$50.00 to Jamie Raskin. Mr. Manahan reported a contribution of \$35.00 to the Republican Central Committee to attend a breakfast. Mr. Tegeler reported a campaign contribution of \$65.00 to Andy Harris and \$25.00 to Neil Parrot.

Date of Next Meeting

The next board meeting will be held on Wednesday, April 20, 2022 at 10:00 a.m.

Adjournment

The meeting was adjourned on a motion by Mr. Foster, seconded by Mr. Woodley at 12:00 pm. The motion passed unanimously.