



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
ELECTION COMMISSION
AUGUST 25, 2022 – 4:30 pm
Meridian Municipal Building
Administrative Conference Room

1. Call Meeting to Order
2. Approval of Minutes
 - A. July 7, 2022
 - B. July 22, 2022
3. Communications
 - A. Notice of Election Commission Meeting
4. Review and Reassignment of Temporary Precinct Locations for November 8, 2022 Election
5. Other Business
6. Public Remarks
7. Adjournment

CHARTER TOWNSHIP OF MERIDIAN
ELECTION COMMISSION MEETING **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
517-349-1232, Regular Meeting Minutes
THURSDAY, JULY 7, 2022 5:30 **pm.**

PRESENT: Trustees Sundland, Wisinski

ABSENT: Clerk Guthrie

STAFF: None

1. Call Meeting to Order
Deputy Clerk Faust called the meeting to order at 5:30 pm
2. Approval of Minutes
April 2, 2022

Commissioner Wisinski moved to approve and ratify the minutes of the April 2, 2022 Election Commission Meeting, as submitted. Seconded by Commissioner Sundland.

VOICE VOTE: Motion carried 2-0.

3. Communications
 - A. Notice of Registration
 - B. Notice of Election Commission Meeting
 - C. Notice of Election

Hearing no objections, Deputy Clerk Faust accepted for filing.

4. Establish Absentee Voter Counting Board (AVCB) and appoint Inspectors to serve, subject to adjustments as necessary, for the August 2, 2022 Primary Election.

Deputy Clerk Faust outlined the establishment of the AVCB, its location at the Meridian Senior Center and reported inspectors will be assigned after completing training. Deputy Clerk Faust summarized the resolution to establish the AVCB contained in the meeting packet.

5. Establish Receiving Board and appoint Inspectors to serve, subject to adjustments as necessary, for the August 2, 2022 Primary Election.

Deputy Clerk Faust outlined the establishment of the Receiving Board and reported inspectors will be assigned after completing training. Deputy Clerk Faust summarized the resolution to establish the Receiving Board contained in the meeting packet.

6. Appoint Precinct Inspectors, subject to adjustments as necessary, for the August 2, 2022 Primary Election.

Deputy Clerk Faust reviewed the current list of precinct inspectors, the training requirements of the inspectors, reported that additional inspectors will continue to be

added to the list and training requirements met up until the August 2 Election and summarized the resolution to establish the AVCB contained in the meeting packet.

Trustee Wisinski move to approve the establish of an Absentee Voter Counting Board and the appointment of inspectors to serve; to establish a Receiving Board and the appointment of inspectors to serve; and to appoint Precinct Inspectors to serve; all subject to adjustments as necessary; as outlined for the August 2 Primary Election. Seconded by Trustee Sundland.

VOICE VOTE: Motion carried 2-0.

7. Schedule date for Public Accuracy Test (Friday, July 22, 4 pm)

Deputy Clerk Faust requested the Public Accuracy Test be scheduled for Friday, July 22 at 4 pm in the Town Hall Room. Testing of the election equipment will be conducted by Election Equipment Coordinator. The role of the Election Commission is to watch how the test is conducted.

Trustee Sundland stated she will be out of town and Trustee Wisinski stated she is available.

VOICE/HAND VOTE: Motion carried 2-0.

8. Other Business

None

9. Public Remarks

None

10. Adjournment

Commissioner Sundland moved to adjourn. Seconded by Commissioner Wisinski

VOICE/HAND VOTE: Motion carried 2-0.

Deputy Clerk Faust adjourned the meeting at 5:40 pm.

CHARTER TOWNSHIP OF MERIDIAN
ELECTION COMMISSION MEETING **-DRAFT -**
5151 Marsh Road, Okemos MI 48864-1198
517-349-1232, Regular Meeting
FRIDAY, JULY 22, 2022 **4:00 pm.**

PRESENT: Clerk Guthrie, Trustee Wisinski

ABSENT: Trustee Sundland

STAFF: Robin Faust, Deputy Clerk; Zack Lemaster, Election Technician

1. CALL MEETING TO ORDER

Clerk Guthrie called the meeting to order at 4:05 pm.

2. PUBLIC ACCURACY TEST

Clerk Guthrie stated the Public Accuracy Test is performed on the electronic equipment that will be used for the August 2, 2022 Primary Election. The Public Accuracy Test is conducted to demonstrate that the computer programming used to tabulate the votes cast at the election meets the requirements of Michigan election law.

Zack Lemaster, Election Technician, described each step of the Public Accuracy Test he performed on the electronic equipment. After the test was conducted, the members present executed the proof of the Public Accuracy Test.

3. OTHER BUSINESS - NONE

4. PUBLIC REMARKS – NONE

5. ADJOURNMENT

Commissioner Wisinski moved to adjourn. Seconded by Clerk Guthrie.

VOICE/HAND VOTE: Motion carried 2-0.

Clerk Guthrie adjourned the meeting at 4:34 pm.



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY
LEGAL AD NOTICE: ELECTION COMMISSION MEETING
THURSDAY, AUGUST 25, 2022 AT 4:30 PM

CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
ELECTION COMMISSION MEETING
THURSDAY, AUGUST 25, 2022

Notice is hereby given that the Meridian Township Election Commission will conduct a regular meeting on Thursday, August 25, 2022, at 4:30 pm, in the Town Hall Room, Meridian Municipal Building, 5151 Marsh Road, Okemos, MI, to review and reassign temporary precinct locations.

The meeting agenda, packet and/or virtual meeting credentials will be posted on the Township webpage at www.meridian.mi.us

Publish:

Lansing State Journal
August 19, 2022

Deborah Guthrie
Township Clerk



To: Election Commission
From: Deborah Guthrie, Township Clerk
Date: August 19, 2022
Re: Changing Polling Locations

In 2022, the Election Commission made the recommendation to the Township Board to move polling locations out of the public school districts. During the August 2, 2022 Election, all of the new locations except for one received positive feedback. On election day, I visited each site location and upon entering this facility, found the processing/voting area and public area too small to accommodate a Primary election, the entrance and exit to the facility has only one drive being inappropriate for voters and emergency vehicles to enter and exit at the same time, causing back-up on Hamilton Road, and a musty order from the ventilation system. Therefore, while this site is closely located to the previous site (Edgewood School), it is my recommendation that the Election Commission make a recommendation for a different polling location for Precinct 9.

We looked at two other possible sites, Commons Church, Okemos Masonic Temple, and Faith Lutheran. The Commons Church declined to be a site for the November 2022 election due to a large parking lot renovation being conducted this fall and possible conflict with Election Day parking. The Okemos Masonic Temple does not have air conditioning in the summer and parking is an issue vying with customers from Douglas J Salon, which is also under major renovation. Faith Lutheran has had two polling locations moved to their facility with both polling locations being moved to the basement. There is space in the vestibule in the upstairs portion of the church to serve as a polling location for precinct 9. This would place precinct 7, 8 and 9 at Faith Lutheran. We do need to consider that this site is located on Dobie Road. While traffic has been a huge concern with construction this year, we did not have any traffic complaints from voters for the August 2 election except for Church of the Nazarene site on Hamilton.

The ultimate decision is made at the Township Board level. The Election Commission could make a recommendation to the board to do nothing, move to Faith Lutheran, or make an alternate recommendation. If the Election Commission makes a recommendation to move the polling location for Precinct 9, the Clerk is charged with updating voter records in the qualified voter file and send new voter ID cards to each voter in the precinct. An updated Voter Identification Card must be issued to every voter affected by a permanent voting district change or a precinct reassignment.

The Michigan Bureau of Elections guidelines on establishing polling locations states that a city council or township board is responsible for determining the location of polling places in the jurisdiction. Michigan election law, MCL 168.662, provides the following with respect to the establishment of polling places:

Memo to Election Commission
August 19, 2022
Re: Changing Polling Locations
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- Whenever possible, a polling place must be located in a publicly owned or controlled facility such as a school building, fire station or police station.
- If it is necessary to establish a polling place in a building other than a publicly owned or controlled facility, the building must be owned or controlled by an organization that is “exempt from federal income tax pursuant to section 501(c) other than 501(c)(4), (5), or (6) of the internal revenue code of 1986....”
- As an exception to the above, a polling place may be established in a “profit or nonprofit residence or facility in which 150 persons or more aged 62 or older reside or at an apartment building or complex in which 150 persons or more reside.”
- All polling places must be fully accessible to the elderly and handicapped. If necessary, the use of temporary ramps and signs designating handicap parking spaces may be employed on Election Day to ensure access.
- If a polling place is established in a building not owned or controlled by the city or township, it is advisable to have a polling place use agreement with the building owners.
- A polling place may not be established in a building that is owned by a business, individual, firm, organization, etc. that has established, directs, controls or financially supports the administration of a Political or Independent Committee registered under the Campaign Finance Act. This prohibition extends to a building owned by a subsidiary of a corporation or the local of a labor organization if the parent corporation or labor organization has established, directs, controls or financially supports the administration of a Political or Independent Committee.
- The same polling place may be used to accommodate up to six precincts if logistically practical. While the polling place is not required to be located within the precinct boundaries, each precinct must have its own precinct board within the shared polling place.
- A polling place may not be established, moved or abolished less than 60 days before an election unless the polling place has been “damaged, destroyed, or rendered inaccessible or unusable as a polling place.”
- An Accessibility Checklist can be found in the eLearning Center for use in determining whether a site is fully accessible or not. Use of the checklist is strongly recommended, as there are many requirements to ensure ADA compliance.