

ELECTION COMMISSION MEETING AGENDA

April 15, 2024, 9:30 a.m.

Jeffrey S. Albaugh, Clerk, Chairperson

David Bosserd, Supervisor, Member

David VanArman, Treasurer, Member

- I. Call to Order
- II. Approve Proposed Agenda
- III. Approve Minutes of February 6, 2024, meeting
- IV. Old Business
- V. New Business
 - Approve Election Inspector appointments.
 - Authorize Precinct workers for May 7, 2024, Consolidated School Election to be assigned and sworn in by Clerk & Deputy Clerk
 - Authorize payment for meals of election workers (they cannot leave at mealtimes) from Election Budget.
 - Appoint Clerk, Deputy Clerk and Election Assistant to conduct the Public Accuracy Test on April 15, 2024, at 10:00 a.m.
- VI. Public Comment (up to 3 minutes per person, maximum of one time per person)
- VII. Public Accuracy Test
- VIII. Adjournment

Marshall Township Election Commission Minutes

February 6, 2024

The meeting was called to order at the Township Hall, 13551 Myron Avery Drive, Marshall, MI 49068, by Chairperson Clerk Albaugh at 9:30 a.m.

PRESENT: Clerk Albaugh, Supervisor Bosserd, Treasurer VanArman

ALSO PRESENT: Election Assistant Kline

Motion by Bosserd, second by VanArman approve the proposed agenda. APPROVED by voice vote.

Motion by VanArman, second by Bosserd to approve the minutes of the July 18, 2023, meeting. Approved by voice vote.

There was no Old Business.

New Business:

-Motion by Bosserd, second by VanArman, approve the following:

-Election Inspector appointments (list attached).

-Precinct workers for February 27, 2024, Presidential Primary Election to be assigned and sworn in by Clerk and/or Deputy Clerk and/or Elections Assistant.

-Payment for meals for election workers as they cannot leave at mealtimes from the elections budget.

-Appoint the Clerk, Deputy Clerk and Election Assistant to conduct the Public Accuracy Test, on February 6, 2024, at 10:00 a.m.

ROLL CALL: YES-Bosserd, VanArman and Albaugh. NO-None. MOTION CARRIED.

Public Comment: Mick Woods was present but had no comments. There was no public comment.


The Chair declared a recess from 9:40 a.m. until 10 a.m. The meeting resumed at 10 a.m. to conduct the Public Accuracy Test. Election Inspectors Rick Frey, Mick Woods, Frank Brownell, Marijke Guerin, and Deb Lyng were also present for the Test.

Election Assistant Kline explained the testing and tabulator process. Testing was conducted and all items balanced.

Motion by Bosserd, second by VanArman, to adjourn. Approved by voice vote.

Respectfully submitted,


JEFFREY S. ALBAUGH, Marshall Township Clerk

10:50
A.M.


ELECTION INSPECTORS SCHEDULE
PRESIDENTIAL PRIMARY – FEBRUARY 27, 2024

Clerk – Jeff Albaugh (R)

Election Assistant/Chairperson – Colleen Kline (D)

9:00 am until completed

AV Ballots Processing: Frank Brownell (R), Diane Cloutier (D),
Kimberly Fish (D) & Susan George (R)

6:00 am – 2:00 pm

Greeting/Applications: Marijke Guerin (D) & James Monaweck (R)

Computer/Ballots: Jodi Lubis (R) & Cindy Monaweck (R)

Tabulator: Katina Niemi (D) & Edward Tersteeg (D)

1:30 pm – close

Greeting/Applications: Richard Frey (R) & Therese VanDyke (R)

Computer/Ballots: Kimberly Fish (D) & Linda Pell (D)

Tabulator: Frank Brownell (R) & Debora Lyng (D)

8:00 pm – close

Receiving Board: Frank Brownell (R) & Linda Pell (D)

TABULATOR PROGRAM TESTING AND SECURITY CERTIFICATION

Marshall Township
Jurisdiction

Calhoun
County

Election Date: 02-27-2024

PRELIMINARY ACCURACY TEST: (The Preliminary test is the responsibility of the Election Commission. The Election Commission may delegate the administration of the Preliminary test to an authorized assistant.) The undersigned certifies that the listed precinct tabulators have been tested using the test deck prepared under the direction of the Election Commission, the tabulator results agree with the predetermined test deck results and the official ballots have been compared and agree with the zero tape.

Precinct #	Tabulator Serial #	Memory Device Seal #	Memory Device Seal # (Dominion Only)	Prelim Test Date	Public Test Date (if tabulator was tested at Public Test)
1	A A F A J H N 0 0 2 5		133022	01-22-2024	02-06-2024

Further the zero tapes, test deck, program predetermined results, and the results of the Preliminary Test were secured and sealed in an approved ballot container with seal number 133025 on 01/22/24.

Colleen L. Kline

Member(s) of Election Commission or Authorized Assistant(s)

PUBLIC ACCURACY TEST: We, the Election Commission, hereby certify that notice of this test was published in accordance with Michigan Election Law prior to the conduct of the test and the container holding the testing materials was sealed with the seal recorded on the Preliminary Accuracy Test Certificate. The precincts listed above were tested at the Public Accuracy Test using the test deck prepared under the direction of the Election Commission and the results agree with the predetermined test deck results. In addition, the tabulators were reset to zero and memory devices were sealed with the seal numbers recorded on this form and on the Clerk's Preparation Certificate in the Poll Book of the precinct to which the tabulator was assigned.

Further the zero tapes, test deck, program predetermined results, and results of the Public Accuracy Test were secured and sealed in an approved ballot container following the test with seal number 133021 on 02/06/2024

[Signature]
Member(s) of Election Commission

NOTE: If a vendor completed the preliminary testing and that vendor also programmed the election, the Election Commission Certification form is required to be completed.

Voter Assist Terminal (VAT)
TESTING & SECURITY CERTIFICATION FORM

Marshall Township
Jurisdiction

Calhoun
County

Election Date: 02-27-2024

VAT ACCURACY TEST: (This test is the responsibility of the Election Commission. The Election Commission may delegate the administration of the test to an authorized assistant.) The undersigned certifies that the listed terminals were properly tested as required by Promulgated Rule and prescribed by the Bureau of Elections. Further, the program matches the official ballot, the hardware was found to be fully functioning, and the Vote Position Test results agree with the predetermined results. Finally, the proper program was installed into each terminal using the seal number recorded below and on the Clerk's Preparation Certificate in the Poll Book of the precinct(s) to which the terminal was assigned.

Precinct #	Terminal Serial #	Memory Device Seal #	Date of Test
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1

C04A004900048

133024

01-22-2024

Further the test ballot(s) were secured and sealed in an approved ballot container with seal number 133025 on 01/22/24.

Colleen L. Kliney 

Member(s) of Election Commission or Authorized Assistant(s)

ELECTION INSPECTORS SCHEDULE
SCHOOL BOND PROPOSALS – MAY 7, 2024

Deputy Clerk – Susan George (R)

Election Assistant/Chairperson – Colleen Kline (D)

8:00 am until completed

AV Ballots Processing: Frank Brownell (R), Diane Cloutier (D), &
Kimberly Fish (D) (maybe Debora Lyng (D))

6:00 am – 2:00 pm

Greeting/Applications: Kathryn Bassage (R) & James Monaweck (R)

Computer/Ballots: Jodi Lubis (R) & Cindy Monaweck (R)

Tabulator: Katina Niemi (D) & Edward Tersteeg (D)

2:00 pm until finished

Greeting/Applications: Richard Frey (R) & Debora Lyng (D)

Computer/Ballots: Kimberly Fish (D) & Linda Pell (D)

Tabulator: Frank Brownell (R) & Rebecca Moore (R)

8:00 pm until finished

Receiving Board: Frank Brownell (R) & Linda Pell (D)

COPY

OFFICIAL BALLOT
Special Election
Tuesday, May 7, 2024
Calhoun County, Michigan
Marshall Township, Precinct 1B

Proposal Section

Local School District

**Harper Creek Community Schools
Bond Proposal**

Shall Harper Creek Community Schools, Calhoun County, Michigan, borrow the sum of not to exceed Twenty-Four Million Dollars (\$24,000,000) and issue its general obligation unlimited tax bonds therefor, in one or more series, for the purpose of:

erecting, remodeling, and equipping and re-equipping school buildings and facilities, and additions to school buildings and facilities; furnishing and refurbishing school buildings and facilities; acquiring, installing, equipping and re-equipping school buildings for instructional technology; and preparing, developing, improving and equipping playgrounds, structures, facilities and sites?

The following is for informational purposes only:

The estimated millage that will be levied for the proposed bonds in 2024, under current law, is 0.60 mill (\$0.60 on each \$1,000 of taxable valuation) for a 0.60 mill net increase over the prior year's levy. The maximum number of years the bonds of any series may be outstanding, exclusive of any refunding, is twenty (20) years. The estimated simple average annual millage anticipated to be required to retire this bond debt is 2.96 mills (\$2.96 on each \$1,000 of taxable valuation).

The school district expects to borrow from the State School Bond Qualification and Loan Program to pay debt service on these bonds. The estimated total principal amount of that borrowing is \$3,938,495 and the estimated total interest to be paid thereon is \$3,069,633. The estimated duration of the millage levy associated with that borrowing is 12 years and the estimated computed millage rate for such levy is 7.72 mills. The estimated computed millage rate may change based on changes in certain circumstances.

The total amount of qualified bonds currently outstanding is \$33,230,000. The total amount of qualified loans currently outstanding is approximately \$14,229,702.

(Pursuant to State law, expenditure of bond proceeds must be audited and the proceeds cannot be used for repair or maintenance costs, teacher, administrator or employee salaries, or other operating expenses.)

Yes

No

COPY

OFFICIAL BALLOT
Special Election
Tuesday, May 7, 2024
Calhoun County, Michigan
Marshall Township, Precinct 1A

Proposal Section

Local School District

**Marshall Public Schools
Bond Proposal**

Shall Marshall Public Schools, Calhoun and Jackson Counties, Michigan, borrow the sum of not to exceed Ninety Million Dollars (\$90,000,000) and issue its general obligation unlimited tax bonds therefor, in one or more series, for the purpose of:

erecting a secure vestibule addition to Hughes Elementary School and adding air conditioning to Gordon Elementary School and Marshall Middle School; erecting additions to, and remodeling, furnishing and refurbishing, and equipping and re-equipping school buildings; erecting, furnishing, and equipping an elementary school building and structures; acquiring and installing instructional technology and instructional technology equipment for school buildings; and preparing, developing, improving, and equipping playgrounds, an FFA barn, athletic fields and facilities, and sites?

The following is for informational purposes only:

The estimated millage that will be levied for the proposed bonds in 2024, under current law, is 4.95 mills (\$4.95 on each \$1,000 of taxable valuation), for a 1 mill net increase over the prior year's levy, except with respect to the territory of the former Albion Public Schools school district, which will have a 4.95 mills increase over the prior year's levy. The maximum number of years the bonds of any series may be outstanding, exclusive of any refunding, is thirty (30) years. The estimated simple average annual millage anticipated to be required to retire this bond debt is 4.12 mills (\$4.12 on each \$1,000 of taxable valuation).

The school district expects to borrow from the State School Bond Qualification and Loan Program to pay debt service on these bonds. The estimated total principal amount of that borrowing is \$20,993,377 and the estimated total interest to be paid thereon is \$17,865,429. The estimated duration of the millage levy associated with that borrowing is 24 years and the estimated computed millage rate for such levy is 7 mills. The estimated computed millage rate may change based on changes in certain circumstances.

The total amount of qualified bonds currently outstanding is \$37,110,000. The total amount of qualified loans currently outstanding is \$0.

(Pursuant to State law, expenditure of bond proceeds must be audited and the proceeds cannot be used for repair or maintenance costs, teacher, administrator or employee salaries, or other operating expenses.)

Yes

No