

November 30, 2020

The Washington County Board of Commissioners met in a Special Called meeting on Monday, November 30, 2020 at 6:00 PM by using ZOOM—virtual meeting software (due to the COVID-19 pandemic) for Facebook Live Streaming and in person in the Commissioners' Room, 116 Adams Street, Plymouth, NC. Commissioners Johnson, Phelps, Sexton and Walker were present. Also present were County Manager/County Attorney Curtis Potter, Clerk to the Board Julie J. Bennett. Commissioner Riddick joined by phone. Finance Officer Missy Dixon was not in attendance.

Chair Phelps called the meeting to order at 6:03 PM and apologized for the technical difficulties that the County is still trying to work out.

NEW EQUIPMENT FOR BOARD OF ELECTIONS: Chair Phelps read a portion of the State Board of Elections press release regarding Washington County and duplicate counted votes.

“Washington County: Washington County inadvertently duplicated its absentee by mail data in the election night reporting system, resulting in two records for every by-mail vote in the unofficial results reported on election night. This error was detected through required audits during the canvass process.

The Washington County Board of Elections will meet at 9 a.m. Monday to amend its canvass, and results will be updated accordingly on the Election Results Dashboard.

This type of reporting problem was possible only because Washington County uses an older model of tabulation equipment. Newer equipment, which most N.C. counties use, does not allow duplicate media to be processed.”

Since this happened while Chair Phelps and Vice-Chair Riddick were on the Board, Chair Phelps called tonight's Special Called Meeting to make sure funds are available to purchase new machines before the next elections.

Mr. Potter said the County received a quote from the folks that we purchase machines from now and they also have the new machines that the County needs. Mr. Potter stated that the Board has in front of them a Budget Amendment for an increase of \$60,000 to purchase new elections equipment which will come from the County's Fund Balance for a total of \$467,839. Mr. Potter also said there might be some grants available to purchase these machines.

Commissioner Sexton said he was under the impression that Elections issue was human error that caused the duplication error, not a machine. Commissioner Sexton asked why the Elections Director wasn't overseen when putting the ballots in the machine for Supreme Court Chief Justice race. Chair Phelps and Commissioner Johnson said that it happened for every race not just the one race (Supreme Court Chief Justice). Mr. Potter said one particular machine doubled all the absentee ballots on a particular day. Discussion ensued.

Commissioner Sexton asked would the Board of Elections be coming to the Commissioners about this and presenting it to the Commissioners. Mr. Potter said the Board of Elections would be meeting in January, 2021. Tonight is to allocate the funds so if the Board of Elections feels the machines on the Budget Amendment are the ones they want to order, the County can go ahead and start to order them.

Commissioner Riddick (joined by conference call) and said Washington County is still in the Ice Age. She said she understands Washington County is a small county, but we need to try to move forward when we can.

Commissioner Riddick made a motion to approve the Budget Amendment for new election ballot counting machines.

Commissioner Johnson said she would second, but would like to amend Commissioner Riddick's motion by adding that the County Manager would research all sources of funding. Mr. Potter stated he would do that anyway as the Budget Officer.
Commissioner Johnson rescinded her amendment to Commissioner Riddick's motion.

Commissioner Johnson seconded Commissioner Riddick's motion as originally stated. Commissioner Walker asked if the grants are competing grants. County Manager Potter said yes they are competing grants. **The Clerk called the roll for the vote: Commissioner Walker, yav; Commissioner Sexton, nav; Commissioner Johnson, yav; Chair Phelps, yav; Commissioner Riddick, yav. Motion carried 4-1.**

At 6:25 PM, with no further business to discuss, **Commissioner Johnson made a motion to adjourn. Commissioner Riddick seconded. The Clerk called the roll for the vote: Commissioner Walker, yav; Commissioner Sexton, yav; Commissioner Johnson, yav; Chair Phelps, yav; Commissioner Riddick, yav. Motion carried unanimously.**

Chair

Julie J. Bennett, CMC, NCMCC
Clerk to the Board

Washington County
BUDGET AMENDMENT

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, *Finance Officer*
Date: November 30, 2020
RE: General Fund/Elections

BA #: 2021 - 042

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated Fund Balance - General Fund	(407,839.00)	(60,000.00)	(467,839.00)
10-4170-550	Elections - Capital Outlay - Equipment	-	60,000.00	60,000.00
Elections				
Balanced:		(407,839.00)	-	(407,839.00)

Justification:

To appropriate monies from the Fund Balance and budget them in the Board of Elections Capital Outlay line for the purchase of new election ballot counting machines.

Approval Date: _____

Bd. Clerk Initials _____

Initials:	
Batch #:	
Date:	



Washington County, NC BOE
Purchase Proposal Quote
Submitted by Election Systems & Software

Purchase Solution Includes:		
Quantity	Item Description	Price
Tabulation Hardware		
B	Model DS200 Precinct Scanner: Model DS200 (Includes Scanner, Internal Backup Battery, Plastic Ballot Box with Steel Door and e-Bin, Paper Roll and One (1) Standard 4GB Memory Device)	\$46,000.00
B	Tote Bin	\$1,800.00
B	Standard 4GB Memory Device (Additional)	\$840.00
Election Services		
1	Implementation Services (Does not include Coding, Voice Files or Ballots)	\$1,700.00
X	Equipment Operations Training	
1	Election On-Site Support	\$4,675.00
X	Equipment Installation	\$920.00
X	1 Year Hardware and Firmware Warranty	Included
Shipping & Other		
X	Shipping and Handling	\$995.00
X	Customer Loyalty Discount and Trade-In Allowance. Equipment Being Traded-In by Customer Includes: 10-Model 100 Scanner 10-Model 100 Ballot Box	(\$1,275.56)
Total Purchase Solution		\$55,654.44

Footnotes:

1. This quote is an estimate and is subject to final review and approval by both ES&S and the Customer.
2. Rates valid for 60 days and thereafter may change.
3. Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.
4. The quantity of service days reflects a reasonable estimate for implementation and selected ongoing election services. Quantities may change depending on specific Customer needs.
5. Annual Software License, Maintenance and Support Services for the Electionware Software quoted above will be invoiced upon expiration of Customer's current Software License Maintenance and Support Services Agreement.
6. ES&S will coordinate and pay for the pickup and transportation of the trade-in equipment from Customer's site on a date to be mutually agreed upon by the parties. ES&S is responsible for preparing, packaging and palletizing the trade-in equipment for shipment.