

Agenda

City Election Commission

City of Kalamazoo



Thursday, February 1, 2024

9:00 AM

The City of Kalamazoo Records Center - 3001 S. Burdick Street

A. CALL TO ORDER/ROLL CALL

B. APPROVAL OF MINUTES

1. Approval of the minutes from the Election Commission meetings on October 16 and November 2, 2023. (**Action: Motion to approve**)

C. DISCUSSION/ACTION ITEMS

1. Adoption of a RESOLUTION providing for the creation and operation of absent voter counting boards for the City of Kalamazoo for the election to be held on February 27, 2024. (**Action: Motion to adopt**)
2. Appointment of individuals to boards of election inspectors for the City's 27 election day precincts, the absent voting counting board, and the receiving board for the election to be held on February 27, 2024. (**Action: Motion to approve**)
3. Approval of the Election Commission's 2024 regular meeting schedule. (**Action: Motion to approve**)
4. Public Accuracy Test for the Election to be Held on February 27, 2024.

D. PUBLIC COMMENTS

E. ADJOURNMENT

ADDITIONAL INFORMATION

The City Election Commission exists to perform certain administrative duties as required by Michigan Election Law. The actions most frequently taken by the Election Commission include approving the temporary consolidation of voting precincts; appointing election inspectors (poll workers) for each election; and conducting the public accuracy test of the program and voting equipment to be used at each election.

Public Participation

Members of the public will be given an opportunity to address the Election Commission at each meeting. Each person wishing to speak shall have one opportunity to address the Election Commission and may speak for up to three (3) minutes. Members of the public who are viewing the Public Accuracy Test shall observe from the designated public area.

Minutes

Kalamazoo City Election Commission

October 16, 2023

A meeting of the Kalamazoo City Election Commission was held on Monday, October 16, 2023, at 2:01 p.m. in the Community Room at City Hall, 241 W. South Street.

Roll Call

Members Present:

City Clerk Scott Borling
City Attorney Aaron Leal
City Assessor Aaron Powers

Members Absent:

None

Others Present:

None

Approval of Minutes

Commissioner Leal, seconded by Commissioner Powers, moved to approve the minutes from the Election Commission meeting on September 8, 2023. With a voice vote, the motion passed.

Discussion/Action Items

Commissioner Powers, seconded by Commissioner Leal, moved to appoint the attached list of individuals to boards of election inspectors for the City's 19 voting precincts, the absent voting counting board, and the receiving board for the election to be held on November 7, 2023. With a voice vote the motion passed.

Commissioner Borling, seconded by Commissioner Powers, moved that the City of Kalamazoo's Absent Voter Counting Board conduct election day ballot processing activities on November 7, 2023 at Kalamazoo City Hall, 241 W. South Street, beginning at 8:00 a.m. With a voice vote, the motion passed.

Public Comments

Next, an opportunity was given for public comments, but no comments were offered.

The meeting adjourned at 2:04 p.m.

Respectfully submitted,

Scott A. Borling
Election Commission Chairperson

Approved by the Election Commission on: _____

DRAFT

Election Day Precinct	First Name	Last Name	Party	Election Day Role
001 & 003 - Precinct 01 & 03	AIMEE	KLEIN	D	Chairperson
001 & 003 - Precinct 01 & 03	JACQUELINE	WEEKLEY	R	Assistant Chair
001 & 003 - Precinct 01 & 03	DAVID	HARRIS	R	E-Pollbook Worker
001 & 003 - Precinct 01 & 03	KIMBERLY	HARRIS	R	E-Pollbook Worker
001 & 003 - Precinct 01 & 03	SHERRIL	DETTLOFF	D	E-Pollbook Worker
001 & 003 - Precinct 01 & 03	ISHMAEL	KLEIN	G	E-Pollbook Worker
001 & 003 - Precinct 01 & 03	KATHLEEN	CLANCY	D	E-Pollbook Worker
001 & 003 - Precinct 01 & 03	VIRGINIA	SIMON	D	E-Pollbook Worker
002 & 004 - Precinct 02 & 04	KAREN	BOYD	D	Chairperson
002 & 004 - Precinct 02 & 04	VERONICA	ROTHNEY	D	Assistant Chair
002 & 004 - Precinct 02 & 04	KATHERINE	HEINS	D	E-Pollbook Worker
002 & 004 - Precinct 02 & 04	BRANDON	ZEIGLER	D	E-Pollbook Worker
002 & 004 - Precinct 02 & 04	JANE	GRAU	D	E-Pollbook Worker
002 & 004 - Precinct 02 & 04	CHRIS	GHEEN	L	E-Pollbook Worker
002 & 004 - Precinct 02 & 04	JOHN	BLEY	R	E-Pollbook Worker
005 - Precinct 05	CHALONDA	DWYER	D	Chairperson
005 - Precinct 05	ROBERT	SNYDER	D	Assistant Chair
005 - Precinct 05	RODNEY	HALCOMB	R	E-Pollbook Worker
005 - Precinct 05	APRIL	WILSON	R	E-Pollbook Worker
005 - Precinct 05	JAMES	KEMERY	D	E-Pollbook Worker
005 - Precinct 05	THERESA	LAVOY	R	E-Pollbook Worker
005 - Precinct 05	BARBARA	HESLINGA	D	E-Pollbook Worker
006 - Precinct 06	PETER	ZILLMANN	D	Chairperson
006 - Precinct 06	CHRISTY	PETILL	R	Assistant Chair
006 - Precinct 06	PAUL	OKUNIEWSKI	R	E-Pollbook Worker
006 - Precinct 06	MOLLY	WILLIAMS	D	E-Pollbook Worker
006 - Precinct 06	BASHIR	MOMODU	D	E-Pollbook Worker
006 - Precinct 06	STEVEN	BARBER	D	E-Pollbook Worker
006 - Precinct 06	RESHELLE	MISAK	R	E-Pollbook Worker

Election Day Precinct	First Name	Last Name	Party	Election Day Role
007 & 009 - Precinct 07 & 09	LARRY	TOLBERT	D	Chairperson
007 & 009 - Precinct 07 & 09	WENDY	FIELDS	D	Assistant Chair
007 & 009 - Precinct 07 & 09	JOHN	FINK	D	E-Pollbook Worker
007 & 009 - Precinct 07 & 09	JEFFREY	PARSHALL	R	E-Pollbook Worker
007 & 009 - Precinct 07 & 09	SHEILA	PITTMAN	D	E-Pollbook Worker
007 & 009 - Precinct 07 & 09	TINA	AVERY	D	E-Pollbook Worker
007 & 009 - Precinct 07 & 09	CAROLYN	MOLHOEK	D	E-Pollbook Worker
007 & 009 - Precinct 07 & 09	BIRUTA	WILSON	R	E-Pollbook Worker
008 & 027 - Precinct 08 & 27	CATHY	WORTHAM	D	Chairperson
008 & 027 - Precinct 08 & 27	SHARON	FERRARO	D	Assistant Chair
008 & 027 - Precinct 08 & 27	NORINE	WAFFORD	D	E-Pollbook Worker
008 & 027 - Precinct 08 & 27	CAROLYN	SCHWEDLER	D	E-Pollbook Worker
008 & 027 - Precinct 08 & 27	ERIC	HAWLEY	L	E-Pollbook Worker
008 & 027 - Precinct 08 & 27	KAREN-SUE	WHEAT	D	E-Pollbook Worker
008 & 027 - Precinct 08 & 27	AUDREY	RANCIFER-MCGREW	D	E-Pollbook Worker
008 & 027 - Precinct 08 & 27	JEANNE	SCHNABEL	R	E-Pollbook Worker
010 - Precinct 10	DONNA	JONES	D	Chairperson
010 - Precinct 10	ROBIN	FRANKLIN	D	Assistant Chair
010 - Precinct 10	CARLISLE	FLEGAL	L	E-Pollbook Worker
010 - Precinct 10	DAVID	OLSON	R	E-Pollbook Worker
010 - Precinct 10	ANNE	LIPSEY	D	E-Pollbook Worker
010 - Precinct 10	JED	ROBERTSON	D	E-Pollbook Worker
010 - Precinct 10	KANDIE	WOOD	R	E-Pollbook Worker

Election Day Precinct	First Name	Last Name	Party	Election Day Role
011 - Precinct 11	TIANNA	HARRISON	D	Chairperson
011 - Precinct 11	CARY	MANNABERG	D	Assistant Chair
011 - Precinct 11	MICHAEL	WEEKLEY	D	E-Pollbook Worker
011 - Precinct 11	SANDRA	VANDERLUGT	R	E-Pollbook Worker
011 - Precinct 11	CHRISTOPHER	MICKLATCHER	R	E-Pollbook Worker
011 - Precinct 11	BENJAMIN	JONES	D	E-Pollbook Worker
011 - Precinct 11	STEPHANIE	EVERGREEN	D	E-Pollbook Worker
011 - Precinct 11	LEVADA	ATKINSON	D	E-Pollbook Worker
011 - Precinct 11	STEVEN	HUNEKE	R	E-Pollbook Worker
012 - Precinct 12	KELLY	REGGIO	R	Chairperson
012 - Precinct 12	BARBARA	BLISSETT	D	Assistant Chair
012 - Precinct 12	BRUCE	LENARDSON	R	E-Pollbook Worker
012 - Precinct 12	JULIE	WHEAT	D	E-Pollbook Worker
012 - Precinct 12	CHRISTY	MCKNIGHT	D	E-Pollbook Worker
012 - Precinct 12	JOANNE	BOYDEN	D	E-Pollbook Worker
012 - Precinct 12	MARIE	OUZOONIAN	R	E-Pollbook Worker
012 - Precinct 12	DAVID	RYAN	R	E-Pollbook Worker
012 - Precinct 12	KATHLEEN	ARTZ-IFFLAND	D	E-Pollbook Worker
012 - Precinct 12	KARL	WESTRA	D	E-Pollbook Worker
012 - Precinct 12	AIMEE	BEDARD	D	E-Pollbook Worker
013 & 014 - Precinct 13 & 14	EMILY	DONGVILLO	D	Chairperson
013 & 014 - Precinct 13 & 14	PATRICIA	PULPHUS	D	Assistant Chair
013 & 014 - Precinct 13 & 14	NICOLE	SABEL	R	E-Pollbook Worker
013 & 014 - Precinct 13 & 14	DOUGLAS	ESSIX	D	Election Worker
013 & 014 - Precinct 13 & 14	BRUCE	CAPLE	D	E-Pollbook Worker
013 & 014 - Precinct 13 & 14	SHIRLEY	TUCKER	R	E-Pollbook Worker
013 & 014 - Precinct 13 & 14	JAMES	JOHNSON	D	E-Pollbook Worker
013 & 014 - Precinct 13 & 14	LEOHA	ROGERS-ALFORD	D	Election Worker

Election Day Precinct	First Name	Last Name	Party	Election Day Role
015 - Precinct 15	JANIE	REED	D	Chairperson
015 - Precinct 15	CHAD	YUNKER	D	Assistant Chair
015 - Precinct 15	KIMBERLY	WHITTAKER	D	E-Pollbook Worker
015 - Precinct 15	ELIZABETH	DOYLE	D	E-Pollbook Worker
015 - Precinct 15	KATHLEEN	MCGOFF	D	Election Worker
015 - Precinct 15	ANNE	HERSCHLEB	R	E-Pollbook Worker
015 - Precinct 15	SHARON	LAMSON	D	E-Pollbook Worker
015 - Precinct 15	EURSLA	MOORE-DOYLE	D	E-Pollbook Worker
015 - Precinct 15	STEPHEN	ROMANELLI	D	E-Pollbook Worker
016 & 018 - Precinct 16 & 18	TESSA	LANG	D	Chairperson
016 & 018 - Precinct 16 & 18	LORI	MARSHALL	R	Assistant Chair
016 & 018 - Precinct 16 & 18	JOY	MEJEUR	R	E-Pollbook Worker
016 & 018 - Precinct 16 & 18	BRENDA	GARDNER	D	E-Pollbook Worker
016 & 018 - Precinct 16 & 18	JACOB	OVERHOLT	R	E-Pollbook Worker
016 & 018 - Precinct 16 & 18	DON	SCHMIDT	D	E-Pollbook Worker
016 & 018 - Precinct 16 & 18	LAURA	STRUNK	D	E-Pollbook Worker
016 & 018 - Precinct 16 & 18	JENNIFER	LINDSAY	D	E-Pollbook Worker
016 & 018 - Precinct 16 & 18	KAYLYNN	DODGE	D	E-Pollbook Worker
017 - Precinct 17	ALLISON	MEZO	D	Chairperson
017 - Precinct 17	JAMES	ROSKAM	R	Assistant Chair
017 - Precinct 17	ROBERT	GIDDINGS	L	E-Pollbook Worker
017 - Precinct 17	ROBIN	VANDERROEST	D	E-Pollbook Worker
017 - Precinct 17	KAREN	ALEXANDER	D	E-Pollbook Worker
017 - Precinct 17	DONNA	CLINARD	D	E-Pollbook Worker
017 - Precinct 17	LAURA	BREEN	D	E-Pollbook Worker
017 - Precinct 17	BARBARA	KNICKERBOCKER	D	Election Worker

Election Day Precinct	First Name	Last Name	Party	Election Day Role
019 & 025 - Precinct 19 & 25	JENNIFER	FECHTER	D	Chairperson
019 & 025 - Precinct 19 & 25	JACOB	SUMNER	D	Assistant Chair
019 & 025 - Precinct 19 & 25	LINDA	MILLER	R	E-Pollbook Worker
019 & 025 - Precinct 19 & 25	HARMON	SAGE	D	E-Pollbook Worker
019 & 025 - Precinct 19 & 25	DAISY	LIPSEY	D	E-Pollbook Worker
019 & 025 - Precinct 19 & 25	RONALD	AUSTIN	R	E-Pollbook Worker
019 & 025 - Precinct 19 & 25	JULIE	CAIN-DEROUIN	D	E-Pollbook Worker
019 & 025 - Precinct 19 & 25	DANIEL	MCALLISTER	D	E-Pollbook Worker
019 & 025 - Precinct 19 & 25	FRED	KRYMIS	R	E-Pollbook Worker
020 - Precinct 20	DEBRA	BLAUW	R	Chairperson
020 - Precinct 20	JESSE	BLAUW	R	Assistant Chair
020 - Precinct 20	JANET	BEUCKELAERE	R	E-Pollbook Worker
020 - Precinct 20	JENNIFER	RUSHLAU	D	E-Pollbook Worker
020 - Precinct 20	MIRIAM	EPSKAMP	D	E-Pollbook Worker
020 - Precinct 20	MICHAEL	VANDERMEULEN	D	E-Pollbook Worker
020 - Precinct 20	JACQUELINE	CORAK	D	Election Worker
020 - Precinct 20	STEPHANIE	SOMERVILLE	D	E-Pollbook Worker
021 & 024 - Precinct 21 & 24	MARC	FERRARO	D	Chairperson
021 & 024 - Precinct 21 & 24	DEREK	WHEATON	D	E-Pollbook Worker
021 & 024 - Precinct 21 & 24	MARGO	HAVILAR	D	E-Pollbook Worker
021 & 024 - Precinct 21 & 24	DAWN	WHEATON	D	E-Pollbook Worker
021 & 024 - Precinct 21 & 24	KARISSA	WEBER	D	E-Pollbook Worker
021 & 024 - Precinct 21 & 24	MARTY	MYERS	R	Election Worker
021 & 024 - Precinct 21 & 24	NIKI	SILL	R	E-Pollbook Worker
021 & 024 - Precinct 21 & 24	SUSAN	CAULFIELD	D	E-Pollbook Worker

Election Day Precinct	First Name	Last Name	Party	Election Day Role
022 - Precinct 22	JARROD	WILSON	D	Chairperson
022 - Precinct 22	THOMAS	PHILLIPSON	R	Assistant Chair
022 - Precinct 22	ROBERT	HIGGINS	D	E-Pollbook Worker
022 - Precinct 22	SANDRA	KROMMINGA	R	Election Worker
022 - Precinct 22	JOANNE	BROGDON	D	E-Pollbook Worker
022 - Precinct 22	STACY	BARTELL	D	E-Pollbook Worker
022 - Precinct 22	KATHY	LOGAN	D	E-Pollbook Worker
023 - Precinct 23	WENDY	HUTCHISON	D	Co-Chairperson
023 - Precinct 23	DONNA	KELLER	D	Co-Chairperson
023 - Precinct 23	MARY	SHUSTER	R	Assistant Chair
023 - Precinct 23	DANIEL	KOSHELNYK	R	E-Pollbook Worker
023 - Precinct 23	JASON	BROWN	D	E-Pollbook Worker
023 - Precinct 23	BARBARA	PHILLIPS	D	Election Worker
023 - Precinct 23	DAVID	CLARK	D	E-Pollbook Worker
026 - Precinct 26	KATHLEEN	OLMSTED	R	Chairperson
026 - Precinct 26	GREGORY	NAKKEN	D	Assistant Chair
026 - Precinct 26	MARY	KINDLE	D	E-Pollbook Worker
026 - Precinct 26	DENNIS	KINDLE	D	E-Pollbook Worker
026 - Precinct 26	DEBRA	DONKERSLOOT	R	E-Pollbook Worker
026 - Precinct 26	DAVID	MAKOWSKI	D	E-Pollbook Worker
026 - Precinct 26	JANICE	BROWN	D	E-Pollbook Worker
026 - Precinct 26	CLAUDIA	WINK-BASING	D	E-Pollbook Worker
026 - Precinct 26	JOHN	VISSER	R	E-Pollbook Worker

Election Day Precinct	First Name	Last Name	Party	Election Day Role
030 - Precinct 30	DEEDEE	BAKER	R	AVCB Chair
030 - Precinct 30	GAIL	REAMES	R	AVCB Assistant Chair
030 - Precinct 30	JOSEPHINE	BAKER	D	AVCB Assistant Chair
030 - Precinct 30	ELIZABETH	PRESLEY	D	AVCB Assistant Chair
030 - Precinct 30	MARILYN	PYNE	D	AVCB Assistant Chair
030 - Precinct 30	EUNICE	KOSTER	R	AVCB Worker
030 - Precinct 30	SIDNEY	MUELLER	D	AVCB Worker
030 - Precinct 30	ANNE	MAY	D	AVCB Worker
030 - Precinct 30	ROBERT	LEWIS	D	AVCB Worker
030 - Precinct 30	THOMAS	WALLACE	R	AVCB Worker
030 - Precinct 30	MARIAN	PRIDGEON	R	AVCB Worker
030 - Precinct 30	YOLANDA	BELL	R	AVCB Worker
030 - Precinct 30	TAMMY	WILLIS	D	AVCB Worker
030 - Precinct 30	NICHOLAS	BOYD	D	Regional Chair
030 - Precinct 30	JAMES	COSS	R	Regional Chair
030 - Precinct 30	SARAH	JOSHI	R	Regional Chair
030 - Precinct 30	HEATHER	RATLIFF	D	Regional Chair
030 - Precinct 30	JENNIFER	HILL	D	Receiving Board
031 - Precinct 31	EMILY	MIDLING SCHAEFFER	D	Receiving Board
031 - Precinct 31	ALESHIA	WOLTHUIS	R	Receiving Board
031 - Precinct 31	CATHERINE	MICHEALSEN	D	Receiving Board
031 - Precinct 31	KENDRA	HECKMAN	D	Receiving Board
031 - Precinct 31	ANN	VIDETICH	R	Receiving Board
031 - Precinct 31	ZONDRA	HECKMAN	D	Receiving Board
030 - Precinct 30	SCOTT	WEBER	D	Precinct Delivery Worker

Minutes

Kalamazoo City Election Commission

November 2, 2023

A meeting of the Kalamazoo City Election Commission was held on Thursday, November 2, 2023, at 9:00 a.m., at the City of Kalamazoo Records Center, 3001 South Burdick Street.

Call to Order/Roll Call

Members Present:

City Clerk Scott Borling
City Assessor Aaron Powers

Members Absent:

City Attorney Aaron Leal

Staff Present:

Amanda McMillon, Elections Manager

Discussion/Action Items

Accuracy Test

The Election Commission conducted a public accuracy test of the tabulators and program to be used during the November 7, 2023 Municipal Election in the City's 19 voting precincts and 1 absent voter counting board. After conducting successful tests on the tabulators to be used in Precincts 5, 10, and 13&14, the Election Commission certified the results of the accuracy test and sealed the predetermined test results, test decks, and tabulator result tapes in an approved ballot container.

Public Comments

An opportunity was given for public comments, but no comments were offered.

The meeting adjourned at 9:33 a.m.

Scott A. Borling, Election Commission Chairperson

Approved by the Election Commission on: _____

CITY OF KALAMAZOO ELECTION COMMISSION

RESOLUTION

A RESOLUTION PROVIDING FOR THE CREATION AND OPERATION OF ABSENT VOTER COUNTING BOARDS FOR THE CITY OF KALAMAZOO FOR THE ELECTION TO BE HELD ON FEBRUARY 27, 2024

Minutes of a special meeting of the Kalamazoo City Election Commission held on Thursday, February 1, 2024 at 9:00 a.m. at the City of Kalamazoo Records Center, 3001 N. Burdick Street.

PRESENT, Commissioners:

ABSENT, Commissioners:

Recitals

1. Section 765a of Michigan Election Law [(MCL 168.765(a))] sets forth the requirements for the creation and operation of absent voter counting boards.
2. Section 765a assigns the following responsibilities to the “board of election commissioners” of a city or township:
 - Establish absent voter counting boards for each election day precinct in the city.
 - Appoint election inspectors to absent voter counting boards not less than 21 days before an election at which absent voter counting boards are to be used.
 - Provide a place for each absent voter counting board to count the absent voter ballots. Such locations shall be designated as “absent voter counting places”.
 - Set the time for the commencement of absent voter ballot processing and tabulation on election day.
 - Authorize that absent voter counting boards be established to process and tabulate absent voter ballots between the hours of 7:00 a.m. and 8:00 p.m. on any of the 8 days before election day, beginning on the second Monday before election day and ending on the Monday immediately before election day. This activity may be referred to as “pre-processing”.
3. The Kalamazoo City Clerk intends to utilize absent voter counting boards to process and tabulate absent voter ballots on election day and to pre-process absent voter ballots during the eight days prior to election day as allowed by Michigan Election Law.

RESOLVED, that the Kalamazoo City Election Commission takes the following actions regarding the creation and operation of absent voter counting boards for the City of Kalamazoo for the election to be held on February 27, 2024:

1. Establishes one absent voter counting board to process and tabulate absent voter ballots for all City of Kalamazoo voting precincts on election day.
2. Designates Kalamazoo City Hall, 241 W. South Street, as the “absent voter counting place” for processing and tabulation of all absent voter ballots, both on election day and during pre-processing.
3. Establishes 10:00 a.m. as the time when the absent voter counting board will commence processing and tabulating absent voter ballots on election day.
4. Authorizes the City Clerk to establish absent voter counting boards to pre-process absent voter ballots, subject to the requirements in Section 765(a)(11) et seq. of Michigan Election Law.

IT IS FURTHER RESOLVED, that the Kalamazoo City Election Commission will, by separate action, appoint election inspectors to the absent voter counting boards established and authorized by this resolution.

The above resolution was offered by _____ and supported by _____.

YES, Commissioners:

NO, Commissioners:

RESOLUTION DECLARED ADOPTED.

CERTIFICATE

The foregoing is a true and complete copy of a resolution adopted by the Election Commission of the City of Kalamazoo at a special meeting held on February 1, 2024. Public notice was given and the meeting was conducted in full compliance with the Michigan Open Meetings Act (PA 267, 1976). Minutes of the meeting will be available as required by said Act.

Scott A. Borling, City Clerk
Election Commission Chairperson

City of Kalamazoo Election Commission

2024 Regular Meeting Schedule

May Special Election

Wednesday, March 6, 2024 at 10:00 a.m. in the Community Room at City Hall
- Consolidate precincts for May 7th

Wednesday, April 10, 2024 at 10:00 a.m. in the Community Room at City Hall
- appoint election inspectors for May 7th

Thursday, April 25, 2024 at 9:00 a.m. at the City Record Center, 3001 South Burdick Street
- public accuracy test for May 7th

August Primary Election

Thursday, July 11, 2024 at 9:00 a.m. at the City Records Center, 3001 South Burdick Street
- appoint election inspectors for August 6th
- public accuracy test for August 6th

November Presidential Election

Thursday, October 10, 2024 at 9:00 a.m. at the City Records Center, 3001 South Burdick Street
- appoint election inspectors for November 5th
- public accuracy test for November 5th