

## MINUTES

January 5, 2021

### MEETING OF THE ALLEGANY COUNTY BOARD OF ELECTIONS 701 Kelly Road, Room 230, Cumberland, Maryland

**ATTENDEES:** John Stakem, President (attended virtually)  
Armand Pannone, Board Attorney  
JoAnn Spiker, Member  
Debbie Johnson, Member  
Tim Donaldson, Member  
Diane Loibel, Election Administrator  
Samantha Logsdon, Deputy Director

**ABSENT:** None

#### **DECLARATION OF QUORUM PRESENT**

Mrs. Spiker called the meeting to order at 9:00 A.M., and stated that there was a quorum present.

#### **APPROVAL OF MINUTES**

Mrs. Spiker called for alterations, corrections, and/or approval of the minutes. Mr. Donaldson made a motion to approve the December board minutes. Ms. Johnson seconded the motion. The motion passed unanimously.

#### **ATTORNEY'S REPORT**

None

#### **CORRESPONDENCE**

Mrs. Loibel reported that the office received a letter from the Allegany County Republican Women regarding claims against a prior election judge. Mrs. Loibel acknowledged receipt of the letter on December 2, 2022.

#### **ADDITIONS**

None

#### **ADMINISTRATOR'S REPORT**

#### **OLD BUSINESS:**

##### **Polling Place Agreements**

Mrs. Loibel reported that she has not received a response from one of our polling places for the 2022 Elections. A second notice was sent to the Ramada Inn as well as reaching out by phone. To date, we have not received any acknowledgement from the new owners. As a result, we are in the process of

looking for a new location for District 014-000. We will discuss this matter further under the Polling Place Changes.

### **New Pollbook Printers**

Acceptance testing on the new printers began on January 3, 2022. We hope to complete this testing within the next few weeks.

### **Polling Place Changes**

Mrs. Loibel stated for the record that Notice of Action was posted on the website more than 48 hours prior to this meeting.

#### **Districts 004-002, 004-003, 004-004, 004-005, 004-008**

At a previous meeting, we talked about combining 004-008 (Salvation Army) with 004-004 (Fort Hill High School) because the Salvation Army was no longer willing to serve as a polling place. Mrs. Loibel asked the members how they felt about combining all of District 4 together during the redistricting process. The polling place would be at Fort Hill High School which served as one of our vote centers in 2020. All of these polling places are within two miles of each other and with the difficulty of finding election judges, this seems to make the most sense at this time. 004-002 has a total registration of 774, 004-003 has a total registration of 1,089, 004-005 has a total registration of 762, and 004-008 has a total registration of 1,212. This will bring the combined registration to 5,125 for District 4 when combined with 004-004. Board members believe that this will work well. No action was taken today. A final vote will come during the redistricting process.

#### **District 005-004 and 005-006**

Mrs. Loibel suggested that the members consider combining 005-006 (Bowmans Addition Fire Hall) with 005-004 (Braddock Middle School). 005-006 only has 523 registered voters in it. This will bring the combined registration to 1,595 voters and the polling place would be at Braddock Middle School. To be cost effective, it makes more sense to combine these two polling places together into District 5. They were previously separated because at one time they were in different legislative districts, but that is no longer the case. No action was taken today. A final vote will come during the redistricting process.

#### **Districts 006-001, 006-003, and 006-005**

Mrs. Loibel asked members to consider combining 006-001 (Emmanuel Episcopal Church), and 006-003 (West Side School), with 006-005 (Allegany High School). 006-003 has a total registration of 612 and 006-001 has a total registration of 1,158. These two polling places are located within 2 miles of each other and will help aid in the shortage of election judges. The combined registration will be approximately 2,772 voters. The polling place would be at Allegany High School. As you are aware, this

location served as one of our vote centers in 2020 so it is large enough to handle the additional voters. No action was taken today. A final vote will come during the redistricting process.

### **Districts 008-000, 009-000, and 010-000**

Mrs. Loibel asked members to consider consolidating 008-000 (Westernport Elementary School), 009-000 (Barton Council Chamber) with 010-000 (Westmar Middle School). What this means is that these three districts will share a polling place and voting equipment but their election results will be reported separately. Even though 008-000 is our largest polling place with 2,077 voters, the school's cafeteria is not as large as we would like it to be, especially if we have to do social distancing. 009-000 has a registration of 792 and has a very small room for voting. This consolidation will serve approximately 4,130 voters and the polling place would be at Westmar Middle School's Gym. As you know, this location served as one of our vote centers in 2020 and now that they allow us to use the gym for voting, we have plenty of space for all voters. No action was taken at this time. A final vote will take place during the redistricting process.

### **District 014-000**

As stated earlier, the Ramada Inn has yet to confirm serving as a polling place for the 2022 elections. It is my understanding that the Ramada has changed ownership. We have sent multiple polling place agreements and contacted them by phone to no avail. At this point, it is best if we search for a new location. This will be a difficult task since there are no newer buildings in downtown Cumberland and finding a place with parking that is ADA compliant will be a challenge. Trinity Lutheran Church is willing to serve as a polling place but we are in need of a corrective measure to repair the sidewalk along the pathway to the polling place. The church is not the owner of the adjoining vacant lot where we would need to extend the sidewalk to. The church is in the process of negotiating with the owner of the lot to turn it over to them as a tax write-off. If this works out, we will be able to correct the sidewalk and use this as a polling place. If it does not work out, we will be forced to find another location or consolidate it with another district.

### **Redistricting**

We still have not heard from anyone in the County's GIS Department regarding the anomalies that we reported. Looking at the map put out by the Legislative Redistricting Commission, we could be looking at approximately changing 18,000 voter's legislative district. I have been busy trying to find a printer who will be able to print our voter notification cards for redistricting. I have requested quotes from two local printers, Commercial Press and Printers Inc., as well as Creative Print Group in Baltimore. I am not sure if the local printers will have the manpower to complete this job.

### **Election Judge Manual Update**

Work on the election judge manual continues with the workgroup. Hopefully, the manual will be released sometime in January for customizations.

### **Candidate Filings**

Ed Crossland filed for Judge of the Orphans' Court on December 3, 2021 and Sarah Price filed for Republican Central Committee on December 7 2021.

### **SWEM Refresh**

We have been scheduled for February 4, 2022 for our SWEM network appliance refresh. All of the firewalls and routers used with the ENRN will be replaced during this period. The current network devices used will remain at the local board and SBE will provide further instruction as to how these units will be returned.

### **NEW BUSINESS:**

#### **Mileage Reimbursement**

The IRS Mileage Reimbursement rate for 2022 is now \$0.585.

#### **Notices for Requests for Confidentiality**

Per COMAR 33.04.02.06, we are required to review all records designated as confidential on a regular basis at least once before each Statewide Primary Election. Requests through the Safe at Home Program are exempt from the review. The review will be completed this month.

#### **Municipal Election Questionnaire**

The Municipal Election Questionnaire was sent out to all municipalities on December 28, 2021.

#### **Meet and Greet Sessions**

We hope to schedule at least one more Meet and Greet Session prior to the primary election. At this point, we do not have enough judges to fill all of our vacancies.

#### **General Assembly Dates**

The General Assembly will convene on January 12, 2022 and will adjourn on April 11, 2022.

#### **Computer Systems and Software Security Updates:**

Mrs. Loibel reports that office staff has successfully applied the Microsoft Security updates for the month of December on SBE workstations. We have also updated other third-party software applications to their latest versions on all workstations. Mrs. Loibel noted that the current computers are not compliant

with Windows 11. It may be necessary to upgrade our computers in the next two years.

**Registration Statistics:**

Statistics as of December 31, 2021 were as follows: Total Active Registration 43,725, 12,204 Democrat, 22,640 Republican, 78 Green, 223 Libertarian, 42 Working Class, 19 Bread & Roses, 8,118 Unaffiliated, and 401 Others.

**Voting Equipment Review**

Immediately following the meeting there will be a work session/voting equipment review for all board members.

**Board Members Report:**

None

**Disclosure of Campaign Contributions:**

None

**Next Meeting:**

The next regular meeting will be held on February 2, 2022 at 9:00 A.M.

**Adjournment:**

Mr. Donaldson made a motion for adjournment. Ms. Johnson seconded the motion. The motion passed unanimously. Mrs. Spiker adjourned the meeting at 9:38 A.M.