



# **CITY OF MARINE CITY**

## **Election Commission Meeting Agenda**

Marine City Fire Hall, 200 South Parker Street, Marine City  
Regular Meeting: Wednesday, July 11, 2018 at 9:00 am

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1. **CALL TO ORDER**
2. **ROLL CALL:** City Commissioner Lisa Hendrick; City Attorney Robert Davis; City Clerk Kristen Baxter
3. **APPROVE MINUTES:**
  - A. October 6, 2016 Election Commission Meeting
  - B. November 2, 2016 Public Accuracy Test Minutes
4. **APPOINT ELECTION CHAIRPERSONS & INSPECTORS:**
  - August 7, 2018 State Primary Election
5. **AUTHORIZE CITY CLERK TO CONDUCT PUBLIC ACCURACY TEST**
  - 3:00 pm Thursday, July 12, 2018 at Marine City Fire Hall
6. **AUTHORIZE CITY CLERK TO HAVE OPEN HOURS AT CITY OFFICE FOR PURPOSE OF PERMITTING VOTERS THE OPPORTUNITY OF SECURING AN ABSENT VOTER BALLOT**
  - 10:00 am to 2:00 pm on Saturday, August 4, 2018 at 303 S. Water Street
7. **ADJOURNMENT**

# City of Marine City

## \*\*\*PUBLIC NOTICE\*\*\*

### ELECTION COMMISSION MEETING

The Election Commission will hold a meeting on Wednesday, July 11, 2018 at 9:00 AM in the Marine City Offices, 303 South Water Street, Marine City, Michigan, for the purpose of:

- Appointing Election Chairpersons and Inspectors for the August 7, 2018 State Primary Election
- Authorizing the City Clerk to conduct a Public Accuracy Test on July 12, 2018 at 3:00 pm to test Election Equipment
- Authorize the City Clerk to hold open office hours on August 4, 2018 for voters to secure an Absent Voter Ballot

Kristen Baxter  
City Clerk  
June 25, 2018

**City of Marine City  
Election Commission Meeting  
October 6, 2016**

A meeting of the Marine City Election Commission was held on October 6, 2016 in the Marine City Fire Hall, 200 S. Parker Street, Marine City, Michigan, and was called to order by City Clerk Kristen Baxter at 6:45 pm.

**Present:** City Commissioner Terrance Avery, City Attorney Robert Davis, and City Clerk Kristen Baxter

**Absent:** None

**Approve Minutes**

Motion by City Commissioner Avery, seconded by City Attorney Davis, to approve the Marine City Election Commission Minutes of July 12, 2016. All Ayes. Motion Carried.

Motion by City Attorney Davis, seconded by City Commissioner Avery, to approve the Public Accuracy Test Minutes of July 27, 2016, as presented. All Ayes. Motion Carried.

**Appoint Election Chairpersons, Inspectors and Receiving Board**

Motion by City Commissioner Avery, seconded by City Attorney Davis, to approve the appointment of the Election Chairpersons, Inspectors and Receiving Board for the November 8, 2016 General Election, as follows:

**PRECINCT 1 ~ FIRE HALL**

Barbara Watson (R) ~ Chairperson  
Theresa Shandor (D)  
Susan Mabry (D)  
Erin Doetsch (R)  
Margaret White (D)  
Roberta Draft (R)  
Patricia Allen (D)  
Elizabeth McDonald (O)

**PRECINCT 2 ~ FIRE HALL**

Shari Faucher (D) ~ Chairperson  
Roy Bowers (R)  
Jason Robbins (O)  
Pavanne Kenyon (O)  
Joyce Rogers (D)  
Linda Gabler (D)  
Brenda Nummer (D)  
Kristen Baxter (R)

**RECEIVING BOARD**

Shari Faucher (D) - Roy Bowers (R)  
Barbara Watson (R) - Linda Gabler (D)

All Ayes. Motion Carried.

***Authorize City Clerk to Conduct a Public Accuracy Test***

Motion by City Attorney Davis, seconded by City Commissioner Avery, to authorize City Clerk Kristen Baxter to conduct a Public Accuracy Test at 10:00 am on Wednesday, November 2, 2016, at the Marine City Fire Hall. All Ayes. Motion Carried.

***Authorize City Clerk to Hold Open Hours at City Offices for the Purpose of Permitting Voters the Opportunity of Securing an Absent Voter Ballot***

Motion by City Attorney Davis, seconded by City Commissioner Avery, to authorize City Clerk Kristen Baxter to hold open office hours at City Hall from 10:00 am – 2:00 pm on Saturday, November 5, 2016. All Ayes. Motion Carried.

**Adjournment**

Motion by City Clerk Baxter, seconded by City Attorney Davis, to adjourn at 6:47 pm. All Ayes. Motion Carried.

Respectfully submitted,

Kristen Baxter  
City Clerk

**City of Marine City  
Public Accuracy Test  
November 2, 2016**

A Public Accuracy Test was held on November 2, 2016 in the Marine City Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by City Clerk Kristen Baxter, seconded by Deputy Clerk McDonald at 10:00 am. All Ayes. Motion Carried.

**Present: City Clerk Kristen Baxter, Deputy Clerk Elizabeth McDonald; Election Inspectors Patricia Allen, Roy Bowers, Erin Doetsch, Roberta Draft, Shari Faucher, Linda Gabler, Miriam Guyor, Pavanne Kenyon, Susan Mabry, Barbara Watson, and Margaret White**

City Clerk Baxter discussed the following with the Election Inspectors:

- Updated cell phone policies within the polling location
- The addition of the Help Desk
- Picture Identification at the polls and what forms were acceptable
- Process for spoiling ballots issued at the polls and absentee ballots that were issued
- Brief explanation of Poll Watchers, Poll Challengers, & Exit Pollsters
- Reminder to check voting booths for political/campaign materials
- Procedure for properly transferring voted ballots from the tabulator ballot container to an official ballot container affixed with a seal
- Reviewed proper Election Inspector behavior

**Testing**

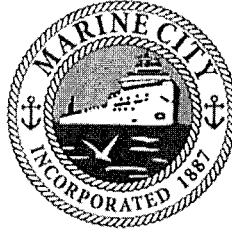
The following equipment was tested with positive results:

- Optech Insight Optical Scan Tabulator for Precinct 1, Serial #502522
- Optech Insight Optical Scan Tabulator for Precinct 2, Serial #502514
- Automark, Serial #: 057540

Motion by City Clerk Baxter, seconded by Deputy Clerk McDonald, to adjourn at 11:15 am. All Ayes. Motion Carried.

Respectfully submitted,

Kristen Baxter  
City Clerk



Office of City Clerk

The Marine City Election Commission appointed the following Election Chairpersons and Election Inspectors for the August 7, 2018 Primary Election as follows:

**PRECINCT 1 ~ FIRE HALL**

Barbara Watson (R) ~ Chairperson  
Theresa Shandor (D)  
Erin Doetsch (R)  
Linda Gabler (D)  
Judy White (D)  
  
Elizabeth McDonald (O)

**PRECINCT 2 ~ FIRE HALL**

Shari Faucher (D) ~ Chairperson  
Roy Bowers (R)  
Pavanne Kenyon (O)  
Roberta Draft (R)  
Joyce Rogers (D)  
Karen Peterson (D)  
Kristen Baxter (R)

**RECEIVING BOARD**

Shari Faucher (D)  
Linda Gabler (D)  
Roy Bowers (R)  
Barbara Watson (R)

A handwritten signature in cursive script, reading "Kristen Baxter", is written over a horizontal line.

Kristen Baxter, City Clerk



## **City of Marine City NOTICE OF PUBLIC ACCURACY TEST**

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**Please take notice that the public testing of the election equipment and the program to be used for tallying the results of the State Primary Election on Tuesday, August 7, 2018, will be held on Thursday, July 12, 2018 at 3:00 pm. The test will take place at the Marine City Fire Hall located at 200 South Parker Street, Marine City, Michigan.**

**All interested parties are invited to observe.**

**Kristen Baxter  
City Clerk  
June 25, 2018**



# **ABSENTEE BALLOTS**

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**This Office is open only for the purpose  
of obtaining an Absentee Ballot.**

**Saturday, August 4, 2018**

**Office Hours:            10:00am ~ 2:00pm**