



# CITY OF BURTON

## BURTON ELECTION COMMISSION MEETING

APRIL 9, 2021

### AGENDA

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**Community Room**

**Regular**

**11:00 AM**

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**4303 S. CENTER ROAD  
BURTON, MI 48519**

#### **A. MEETING INFORMATION**

Election Commission Meeting  
Hosted by Racheal Boggs

<https://cityofburton.my.webex.com/cityofburton.my/j.php?MTID=m1a307eab2b0e94969a6b57cdd45a5ddc>

Friday, Apr 9, 2021 11:00 am | 1 hour | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 182 678 2260

Password: EC2021 (322021 from phones and video systems)

Join by video system

Dial 1826782260@webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-415-655-0001 US Toll

Access code: 182 678 2260

#### **B. ROLL CALL**

Commission Members attending through the virtual forum must state their name and physical location for the record.

#### **C. APPROVAL OF MINUTES**

1. Clerk's Office - Public Accuracy Test Meeting - Apr 28, 2020 10:00 AM
2. Election Commission - Regular - Oct 12, 2020 11:00 AM
3. Clerk's Office - Public Accuracy Test Meeting - Oct 27, 2020 10:00 AM

#### **D. AUDIENCE PARTICIPATION**

Public comment may be sent to [publiccomment@burtonmi.gov](mailto:publiccomment@burtonmi.gov). Comments received prior to the meeting will be read into the record.

#### **E. NEW BUSINESS**

1. Approve and Authorize the Printing and Use of the Election Day Ballots for the May 4, 2021 Special Election.
2. Approve and Authorize the Appointment of Election Workers and Alternate Election Workers for the May 4, 2021 Special Election as Presented by the City Clerk.

3. Approve and Authorize the Performance of the Public Logic and Accuracy Testing on Tuesday, April 27, 2021 at 10:00 AM for Voting Equipment to be used in the May 4, 2021 Special Election.



# CITY OF BURTON

## CLERK'S OFFICE MEETING

APRIL 28, 2020

### MINUTES

Virtual Meeting

Public Accuracy Test Meeting

10:00 AM

4303 S. CENTER ROAD  
BURTON, MI 48519

This meeting was opened by Clerk Racheal Boggs at 10:00 AM.

#### I. MEETING INFORMATION

Public Accuracy Test  
Hosted by Racheal Boggs

Tuesday, Apr 28, 2020 10:00 am | 1 hour | (UTC-04:00) Eastern Time (US & Canada)  
Meeting number: 620 631 444  
Password: 8xtYBMiv4g2 (89892648 from phones and video systems)  
<https://meetingsamer4.webex.com/meetingsamer4/j.php?MTID=mf2ed3ffea8af876dc784000d9f60b89c>

Join by video system  
Dial 620631444@meetingsamer4.webex.com  
You can also dial 173.243.2.68 and enter your meeting number.

Join by phone  
+1-408-418-9388 United States Toll  
Access code: 620 631 444

#### II. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Racheal Boggs	Clerk	Remote	

#### III. PUBLIC PORTION

Public Comments may be sent to [r.boggs@burtonmi.gov](mailto:r.boggs@burtonmi.gov) and will be read into the record during this meeting.

Jim Craig, City of Burton Election Commission Member was in attendance remotely but had no questions regarding the Public Accuracy Test performed by the City Clerk's Office.

#### IV. AGENDA ITEMS

1. Performance of the Public Logic and Accuracy Testing for Voting Equipment to be used in the May 5, 2020 Special Election.

The City Clerk's Office performed the Public Accuracy Testing via Webex Meeting.

Meeting was adjourned at 10:30 AM.



**BURTON, MICHIGAN**  
**BURTON ELECTION COMMISSION MEETING**  
**OCTOBER 12, 2020**  
**MINUTES**

**Community Room**

**Regular**

**11:00 AM**

**4303 S. CENTER ROAD**  
**BURTON, MI 48519**

**This meeting was opened by Clerk Racheal Boggs at 11:00 AM.**

**A. CALL TO ORDER**

**B. ROLL CALL**

Attendee Name	Title	Status	Arrived
Racheal Boggs	Clerk	Present	
Carl Gusie	Commissioner	Present	
Bonnie Hoffmeyer	Commissioner	Excused	
James Craig	Commissioner	Present	

**C. APPROVAL OF MINUTES**

1. Election Commission - Regular - Jul 28, 2020 9:30 AM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	James Craig, Commissioner
<b>SECONDER:</b>	Carl Gusie, Commissioner
<b>AYES:</b>	Boggs, Gusie, Craig
<b>EXCUSED:</b>	Hoffmeyer

**D. AUDIENCE PARTICIPATION**

Public Comment for this meeting may be sent to: [publiccomment@burtonmi.gov](mailto:publiccomment@burtonmi.gov)  
 Comments received via email prior to the meeting will be read into the public record.

None.

**E. AGENDA ITEMS**

1. Approve and Authorize the Performance of the Public Logic and Accuracy Testing on Tuesday October 27, 2020 at 10:00 AM for Voting Equipment to be used in the November 3, 2020 General Election.

Ms. Boggs stated the notice for Public Accuracy Testing was published on October 22, 2020. Testing will take place in the City Clerk's Office. If you are unable to attend in person, I will set up a virtual meeting. Please let me know if you would like the meeting link.

Minutes Acceptance: Minutes of Oct 12, 2020 11:00 AM (Approval of Minutes)

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** James Craig, Commissioner  
**SECONDER:** Carl Gusie, Commissioner  
**AYES:** Boggs, Gusie, Craig  
**EXCUSED:** Hoffmeyer

- 2. Approve and Authorize the Appointment of Election Workers for the November 3, 2020 General Election as Presented by the City Clerk.

Ms. Boggs stated for this election, we will have extra workers in each precinct. We have also added a few people to sanitize work areas and shared items such as voting booths, ink pens and secrecy sleeves. We have added two additional Absentee Counting Boards because of the increase in absentee voting. We were originally having trouble getting workers to sign up for this election due to COVID. City Council made the decision to pay every election worker \$25 per hour for this election so there are several new people. We have already trained and certified all new workers. As you can see by the Election Worker list, we now have plenty of people to work.

Discussion ensued regarding COVID precautions and social distancing in the polling places.

Ms. Boggs stated I have applied and been awarded grant funding from CTCL in the amount of \$18,000 for supplies related to elections. This is in addition to the state CARES funding I previously applied for. Grant funding will be used for the purchase of additional voting machines, ballot drop boxes, supplies related to COVID and other supplies needed.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Carl Gusie, Commissioner  
**SECONDER:** James Craig, Commissioner  
**AYES:** Boggs, Gusie, Craig  
**EXCUSED:** Hoffmeyer

- 3. Approve and Authorize the Printing and Use of the Election Day Ballots for the November 3, 2020 General Election.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** James Craig, Commissioner  
**SECONDER:** Racheal Boggs, Clerk  
**AYES:** Boggs, Gusie, Craig  
**EXCUSED:** Hoffmeyer

Meeting was adjourned at 11:30 AM.

Minutes Acceptance: Minutes of Oct 12, 2020 11:00 AM (Approval of Minutes)



# CITY OF BURTON

## CLERK'S OFFICE MEETING

OCTOBER 27, 2020

### MINUTES

Virtual Meeting

Public Accuracy Test Meeting

10:00 AM

4303 S. CENTER ROAD  
BURTON, MI 48519

This meeting was opened by at 10:00 AM.

#### I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
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#### II. PUBLIC PORTION

Ms. Boggs, Ms. Bice, Ms. Roe and Mr. Gusie performed the Public Accuracy Test. There was no audience in attendance.

Meeting was adjourned at 11:05 AM.

Minutes Acceptance: Minutes of Oct 27, 2020 10:00 AM (Approval of Minutes)



**Burton Election Commission**  
4303 S. Center Road  
Burton, MI 48519

Meeting: 04/09/21 11:00 AM  
Department: Clerk's Office  
Category: Elections  
Prepared By: Racheal Boggs  
Department Head: Racheal Boggs

E.1

**SCHEDULED**

**AGENDA ITEM (ID # 5055)**

*DOC ID: 5055*

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## **Approve and Authorize the Printing and Use of the Election Day Ballots for the May 4, 2021 Special Election.**



**Burton Election Commission**  
4303 S. Center Road  
Burton, MI 48519

Meeting: 04/09/21 11:00 AM  
Department: Clerk's Office  
Category: Appointment  
Prepared By: Racheal Boggs  
Department Head: Racheal Boggs

E.2

**SCHEDULED**

**AGENDA ITEM (ID # 5054)**

*DOC ID: 5054*

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**Approve and Authorize the Appointment of Election Workers  
and Alternate Election Workers for the May 4, 2021 Special  
Election as Presented by the City Clerk.**



**Burton Election Commission**

4303 S. Center Road  
Burton, MI 48519

**SCHEDULED**

**AGENDA ITEM (ID # 5053)**

Meeting: 04/09/21 11:00 AM

Department: Clerk's Office

Category: Elections

Prepared By: Racheal Boggs

Department Head: Racheal Boggs

**E.3**

*DOC ID: 5053*

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**Approve and Authorize the Performance of the Public Logic and Accuracy Testing on Tuesday, April 27, 2021 at 10:00 AM for Voting Equipment to be used in the May 4, 2021 Special Election.**

**ATTACHMENTS:**

- Notice Public Accuracy May 4, 2021 (PDF)



DUANE HASKINS  
Mayor

# City of Burton

4303 SOUTH CENTER ROAD • BURTON, MI 48519

PHONE (810) 743-1500 • FAX (810) 743-5060 • www.burtonmi.gov

## Notice of Public Accuracy Test for Voting Equipment to be used at May 4, 2021 Special Election

Important Message from the City of Burton Clerk's Office:

To the qualified electors of the City of Burton, Genesee County, State of Michigan  
The Public Accuracy Test for the electronic equipment that will be used to tabulate the votes in Precincts 1-12 will take place on Tuesday, April 27, 2021 at 10:00 AM at the Burton City Clerk's Office.

The Public Accuracy Test is conducted to demonstrate the computer programming used to tabulate the votes cast at the election meets the requirements of Michigan Election Law. All members of the public are invited to participate. Masks or face coverings are required while inside of all City buildings. Please respect social distancing requirements.

For special accommodations, please call the City Clerk at 810-743-1500 or email: r.boggs@burtonmi.gov to make arrangements.

Racheal Boggs, Burton City Clerk

RECEIVED  
CITY OF BURTON  
2021 APR -5 PM 2:22  
CLERK'S OFFICE

Attachment: Notice Public Accuracy May 4, 2021 (5053 : Public Accuracy Testing)