



NOTICE OF MEETING
ELECTION COMMISSION MEETING
Thursday, October 12, 2023 at 2:00 PM

Robert E. Novitke Municipal Center - Conference Room 20025
Mack Plaza, Grosse Pointe Woods, MI 48236
(313) 343-2440

PUBLIC INVITED: IN ACCORDANCE WITH THE PUBLIC ACT 267 OF 1976 (OPEN MEETINGS ACT), ALL MEMBERS OF THE GROUP LISTED ABOVE, AS WELL AS THE GENERAL PUBLIC, ARE INVITED TO ATTEND THIS MEETING.

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
 - A. Election Commission Minutes 09/08/23
4. **DISCUSSION ITEMS**
 - A. Certification of Election Inspectors/Receiving Board and Rates of Pay - November 7, 2023 - Local General Election
 - B. Grosse Pointe Woods Early Voting (EV) Plan
5. **NEW BUSINESS/PUBLIC COMMENTS**
6. **IMMEDIATE CERTIFICATION OF MINUTES**
7. **ADJOURNMENT**

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249

ELECTION COMMISSION
09-08-23

MINUTES OF THE ELECTION COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON FRIDAY, SEPTEMBER 8, 2023, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The City Clerk called the meeting to order at 10:37 a.m.

Roll Call: Chair/City Clerk Paul Antolin
City Attorney Debra Walling
Absent: Councilmember Thomas Vaughn

Motion by Walling, seconded by Antolin, that Councilmember Vaughn be excused from this meeting.

Motion carried by the following vote:
Yes: Antolin, Walling
No: None
Absent: Vaughn

Motion by Walling, seconded by Antolin, that all items on the agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:
Yes: Antolin, Walling
No: None
Absent: Vaughn

The Chair provided an overview regarding the printed proof ballots and the Ballot Proof Approval Form. The City Clerk presented proof Version 1 to the Commission for review. Discussion then ensued regarding whether or not there is a need to change the format of the Full-Term seats from rotating by candidate’s last names across all precincts to listing by candidate’s last names alphabetically the same in all precincts. This is due to the number of Full-Term candidate seats being the same as the number of candidates, three (3) for City Council and one (1) for Municipal Judge. The Commission decided to keep the names rotated throughout all precincts, as this portrays fairness with no advantages for any of the candidates. The Commission continued review and proof reading all six (6) precinct ballot proofs in accordance with Ballot Proof Approval standards.

Motion by Walling, seconded by Antolin, regarding **approval of ballots –General Election November 7, 2023**, that the ballots be approved as presented.

ELECTION COMMISSION
09-08-23

Motion carried by the following vote:
Yes: Antolin, Walling
No: None
Absent: Vaughn

Nobody wished to be heard under New Business/Public Comment.

Motion by Walling, seconded by Antolin, that today’s meeting minutes be immediately certified.

Motion carried by the following vote:
Yes: Antolin, Walling
No: None
Absent: Vaughn

Motion by Walling, seconded by Antolin, that the meeting be adjourned at 10:42 a.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Chair/City Clerk



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236-2397

Certification of Board of Election Inspectors

The undersigned, members of the Election Commission of the City of Grosse Pointe Woods, for the **November 7, 2023, General Election**, do hereby certify the following:

1. The number of members of the Board of Election Inspectors shall be six (6) in each precinct, six (6) each in two (2) absent voter counting boards; one (1) of whom shall be designated as Chair, and one (1) of whom shall be designated as Co-Chair. One additional Inspector may be appointed to some precincts as needed.
2. The flat rate compensation for all regular precincts and absent voter counting board(s) shall be as follows:

\$175.00	Chair
160.00	Co-Chair
135.00	Inspector
90.00	Intern
3. If necessary, the City Clerk is authorized to appoint Election Inspectors to vacancies on the Board of Inspectors due to refusal or failure to serve. There shall be at all times during the times the polls are open a majority of Board of Election Inspectors on duty and there shall be at least one from each major political party: Republican and Democrat.
4. The number of members of the three Receiving Boards shall be six (6) total. The flat rate compensation for all receiving board members shall be \$50.00.
5. The members of the Board of Election Inspectors and Receiving Board for the above election are listed on the attached summary.

Respectfully submitted,

ELECTION COMMISSION
Paul P. Antolin, City Clerk/Chair
Thomas Vaughn, Council Member Representative
Debra Walling, City Attorney
Dated: October 12, 2023

Attachment

11-07-2023
Election Worker List

Section 4, Item A.

PCT	LAST	FIRST	ADDRESS1	ADDRESS2	TITLE	PTY
1	WALSH	SEAN	1313 HAWTHORNE	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
1	BILLINGSLEY	ERNEST	21043 DOYLE CT	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
1	JOHNSON	ALSCE	1685 BOURNEMOUTH	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
1	CONNER	RIANN	1380 VERNIER	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
1	OLSON	JUDITH	7 S RIVER RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
1	PFAENDTNER	JEAN	2057 COUNTRY CLUB DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
2	CLOR	KYLE	1796 VERNIER RD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
2	AERTS	HILLARY	586 SUNNINGDALE DR	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
2	BAKOWSKI	AMY	19944 WEDGEWOOD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
2	CARETTI	PENNY	38430 SHEFFIELD	CLINTON TOWNSHIP, MI 48036	INSPECTOR	REP
2	EISENBREY	ARTHUR (DR. BRAD)	1930 LENNON	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
2	DECKER	BJ	2104 HAMPTON RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
3	THIBODEAU	ROY	1860 BROADSTONE	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
3	LUFBURROW	CAROL	702 MOORLAND DR	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
3	CLARK	GREGORY	417 SADDLE LN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
3	KORDICH	CAROL	1122 HAWTHORNE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
3	ROUSSEAU	JANE	755 VERNIER	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
3	SALIVE	LAURENCE (LARRY)	1184 HOLLYWOOD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
4	KRAMB	MICHAEL	21607 WOODBRIDGE ST.	ST. CLAIR SHORES, MI 48080	CHAIR	DEM
4	BROWN	RICHARD	19943 WILLIAM CT	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	REP
4	GOOSEN	SAMUEL	2018 STANHOPE	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	REP
4	BARTNIK	LISA	1080 MARIAN CT.	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
4	HOWES	JOHN (JACK)	19967 E. DOYLE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
4	RADTKE	WILLIAM	1598 DORTHEN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
5	HIGLEY	DENVER	2041 STANHOPE ST	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
5	LEO	JUDITH	20718 YOUNG LANE	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
5	BILLINGSLEY	BENJAMIN	20145 DOYLE CT	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
5	CARNAGHI	ANGELA	1271 S. OXFORD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
5	PIZZO	JOHANNA	19826 IDA LN E.	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
5	STRONG	JAMES	19972 W. WILLIAM CT	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP

11-07-2023
Election Worker List

Section 4, Item A.

6	JAKUBIEC	THOMAS	1361 YORKTOWN	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
6	JANICK	NATHANIEL	1948 ALLARD	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
6	EISENBREY	LOUISE	1930 LENNON	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
6	IRELAND	CYNTHIA	1371 OXFORD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
6	LEFEVRE	TERESA W.	19831 IDA LN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
6	MIANO	CHRISTINA	2018 STANHOPE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
CB-7	BURLESON	DONNA	1694 NEWCASTLE	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
CB-7	BURKHARDT	JUDITH	2039 COUNTRY CLUB DR	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
CB-7	DILLAMAN	KAREN	850 S. BRYN DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
CB-7	FIGUEROA	RODRIGO	1732 PRESTWICK RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
CB-7	VERSICAL	DAVID	952 CANTERBURY	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
CB-7	ZELENOCK	CAMILLE	2112 STANHOPE ST	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
CB-7	ZWICKER	MELISSA	1411 HAWTHORNE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
CB-8	GOERKE	MARY	920 S. OXFORD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
CB-8	ROMANO	KATHLEEN	2040 ALLARD AVE	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
CB-8	BAUMER	JULIE	2169 ROSLYN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
CB-8	KOHL	EDWARD	1812 ANITA	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
CB-8	MORKUT	SUE	2065 LANCASTER	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
CB-8	PERRY	DAVID	850 S. BRYN DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
CB-8	PRIMO	JANICE	1748 SEVERN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
RB	EVANS	REGINALD	719 N BRYN	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	DEM
RB	GUGLIELMETTI	GIUSEPPE (JOE)	1993 NORWOOD	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	REP
RB	FELDMAN	JAMES	1268 ROSLYN RD	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	DEM
RB	PASIAK	ANTOINETTE	1041 BLAIRMOR CT.	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	REP
RB	SEAGRAM	KELLY	20076 BAL TREE CT	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	DEM
RB	TOCCO	DAWN	575 HIDDEN LN	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	REP

Paul Antolin

From: Gregory Mahar <gmahar@waynecounty.com>
Sent: Wednesday, September 27, 2023 1:46 PM
To:



us;
el;

Cc: Cathy M. Garrett, Jennifer Redmond, Erjon Conley, Edward Mckae
Subject: Local legislative body & Early Voting Sites
Attachments: Single_Municipality_Early_Voting_Plan.docx
Importance: High

CAUTION: This email originated from outside of the organization. DO NOT click links, open attachments or reply to this message unless you recognize the sender and know the content is safe:

Good afternoon,

On behalf of Wayne County Clerk Cathy M. Garrett, just a friendly reminder to make sure your legislative body (city council or township board) approves by resolution your Early Voting Site location(s) for the Presidential Primary election **by October 25th**. All Early Voting Plan forms must be submitted **to the County Clerk by October 30th**. We have attached the EV form if you need it and pasted below what the State sent out in a previous news update regarding legislative body and election commission roles.

Let us know if you have any questions.

Local Legislative Bodies and County and Local Election Commissions During EV ([Public](#)

PA 81 specifies various roles for local legislative bodies as well as local and county election commissions during early voting (EV). In many cases, the role depends on the manner in which the municipality is conducting EV—the local legislative body may be responsible if the municipality is conducting EV as a single municipality or through a municipal agreement, but the board of county election commissioners may be responsible if the municipality is conducting EV through a county agreement. The list below indicates the roles and responsibilities of the various entities during EV, as well as the citation to the section number in [PA 81](#).

A local legislative body must:

- If conducting EV as a single municipality, approve EV sites— MCL 168.662(1); MCL 168.720e(2)
- If conducting EV under a municipal agreement, one or more legislative bodies must approve the sites, as specified in the agreement. MCL 168.720f(1)(d).

[Note: As the Bureau has indicated previously, early voting is required by the Constitution; clerks who are unable to secure early voting sites at the locations allowed under current law may need to expand their search parameters, using PA 81 as a guide, in order to conduct constitutionally mandated early voting.]

- Ensure that an EV site is accessible and complies with applicable voting accessibility laws— MCL 168.662(7).

A local legislative body may:

- Adopt a resolution to conduct early voting for local elections. A municipality that is party to a municipal or county agreement, which adopts a resolution to conduct EV for a local election, must operate EV the same way a single municipality operates EV for statewide and federal elections, except the days and hours required for early voting do not apply. MCL 168.720e(6), MCL 168.720f(9), MCL 168.720g(10).
- A municipality that conducts EV through a municipal agreement may enter into an agreement to jointly conduct EV in a local election. MCL 168.720f(10).
- A municipality that conducts EV through a county agreement may enter into an agreement for the county clerk to conduct EV for a local election. MCL 168.720g(11).

A city or township board of election commissioners must:

- Notify the applicable county clerk if establishing an Election Day vote center—MCL 168.523b(1).
- Appoint election inspectors at least 21 days before each election, designate one individual as chairperson, notify the county chairs of the appointments, and adjudicate qualifications challenges to election inspectors— MCL 168.674; MCL 168.720e(3); MCL 168.720f(1)(e).
- Subject to an EV agreement, conduct testing of electronic voting equipment — MCL 168.720f(1)(k), MCL 168.720g(1)(j); MCL 168.720j(2)(b).
- Set the time for the processing and tabulating of AV ballots— MCL 168.765a(6).

If the county is conducting EV, a county board of election commissioners must:

- Provide one or more EV sites— MCL 168.662(1).
- Ensure that an EV site is accessible and complies with applicable voting accessibility laws— MCL 168.662(7).
- Appoint the election inspectors for EV— MCL 168.720g(6).
- Subject to the agreement, conduct testing of electronic voting equipment— MCL 168.720f(1)(k), MCL 168.720g(1)(j); MCL 168.720j(2)(b).
- Approve EV sites— MCL 168.720g(5).

A city or township board of election commissioners may:

- Establish Election Day vote centers in communities that have historically processed large numbers of Election Day voter registrations— MCL 168.523b(1).
- Authorize the processing and tabulation of AV ballots before Election Day— MCL 168.765a(11).

All other decision-making authority, including the manner in which EV is provided in each municipality, rests with the local and county clerks using instructions issued by the Bureau of Elections.

Best Regards,

Greg

Gregory Patrick Mahar

Director of Elections,
Office of the Wayne County Clerk, Cathy M. Garrett
Coleman A. Young Municipal Center
2 Woodward Avenue, Suite 502, Detroit, MI 48226
313-224-0724
313-506-7645 (Cell)

gmahar@waynecounty.com

Early Voting Plan

No later than 120 days before the first statewide or federal election in each even numbered year, the clerk of the municipality is responsible for ensuring an Early Voting Plan is filed with the county clerk of the county in which the municipality is located.

Not less than 45 days before the first early voting day allowed by statute, the clerk will be responsible for providing the Secretary of State any changes made to a previously submitted Early Voting Plan that affect the locations, dates, and hours of operation for each early voting site operated by the municipality. This ensures that the correct information is posted on the Michigan Voter Information Center (MVIC) portion of the Department of State’s website.

Plan Coverage: Single Municipal

Municipality Information:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Grosse Pointe Woods	Paul Antolin	Six (6)	14,437 (as of 10/09/23)

Early Voting Information:

	Early voting site #1	Early voting site #2	Early voting site #3
Location of site	20025 Mack Plaza Dr.	N/A	N/A
Number of Election Workers at site	Four (4)		
Is this an EV site for all 9 days of Constitutionally-required early voting? (Y/N)	Yes		
Hours for 9 days of Constitutionally-required early voting	8:30 am – 4:30 pm		
How many (if any) additional days of early voting will be provided at this site?	N/A		
Hours for any additional days of early voting	N/A		
Is this site ADA compliant?	Yes		
In selecting this site, did you take into account expected turnout, population density, public transportation, accessibility, travel time, travel patterns, and any other relevant considerations?	Yes		

Early Voting Equipment Information:

Early Voting Site #	Number of Tabulators	Number of Early Voting Poll Book Laptops
1	One (1)	Two (2)
2	N/A	
3	N/A	

Early Voting Site Supervisors:

	Supervisor at Early Voting site #1	Supervisor at Early Voting site #2	Supervisor at Early Voting site #3
Early Voting Day 1	City Clerk/Deputy Clerk	N/A	N/A
Early Voting Day 2	City Clerk/Deputy Clerk		
Early Voting Day 3	City Clerk/Deputy Clerk		
Early Voting Day 4	City Clerk/Deputy Clerk		
Early Voting Day 5	City Clerk/Deputy Clerk		
Early Voting Day 6	City Clerk/Deputy Clerk		
Early Voting Day 7	City Clerk/Deputy Clerk		
Early Voting Day 8	City Clerk/Deputy Clerk		
Early Voting Day 9	City Clerk/Deputy Clerk		

Describe the communication strategy for informing electors of their opportunity for early voting:

City Website, Email NewsBlast to residents, Postal Mailing, Posting Boards

Paul P. Antolin _____
Printed name of Clerk Signature of Clerk Date

CITY OF GROSSE POINTE WOODS

CERTIFIED RESOLUTION

A RESOLUTION ADOPTING EARLY VOTING SITE LOCATION FOR STATEWIDE AND FEDERAL ELECTIONS

At a regular meeting of the City Council of the City of Grosse Pointe Woods on October 16, 2023, at 7:00 p.m. in the Robert E. Novitke Municipal Complex at 20025 Mack Plaza Dr., Grosse Pointe Woods, MI, with those present and absent being,

PRESENT: Mayor Bryant
Council Members: Brown, Gafa, Granger, Koester, McConaghy, Vaughn
ABSENT: None

The following resolution was offered by Council Member _____, seconded by Council Member _____:

WHEREAS, at the General Election held on November 8, 2022, the electors of the State of Michigan passed Proposal 22-02, which detailed many election related issues and codified them into the State Constitution; and

WHEREAS, the Legislators for the State of Michigan have adopted legislation to enable the many election related issues; and

WHEREAS, the Michigan Election Law, Section 168.720e(2) requires that each Early Voting Site must be designated in the same manner as polling places are designated; and

WHEREAS, Section 168.662 provides that the Legislative Body shall provide a suitable Early Voting Site for each precinct in the municipality and requires that the location be a publicly owned or controlled building; and

WHEREAS, Section 168.662(8) and (a) require notice of the Early Voting Site location must be provided to the registered electors no later than forty-five (45) days before an election; and

WHEREAS, Section 168.662(10) allows for notice to be sent by mail or other method designed to provide actual notice to the registered electors; and

WHEREAS, Section 168.720e(6) states that the Legislative Body may adopt a Resolution to conduct Early Voting in an election held that is not a Statewide or Federal election; and

WHEREAS, Section 168.720e(1) requires that the Clerk of a municipality that does not enter into an agreement with another municipality or County for conducting Early Voting is responsible for administering Early Voting in their municipality; and

WHEREAS, Section 168.720b(2) requires Early Voting must be provided for at least nine (9) consecutive days beginning on the second Saturday before the election and end on the Sunday before the election and must be provided for at least eight (8) hours each day.

NOW THEREFORE BE IT RESOLVED, that the City of Grosse Pointe Woods formally adopts the following:

1. The Early Voting Site for the City of Grosse Pointe Woods will be at the Robert E. Novitke Municipal Center, Community Center, 20025 Mack Plaza Drive; and
2. The City of Grosse Pointe Woods will send notice of the Early Voting Site location to the registered electors by mail or other method which includes the City Website, Email Newsblast, and other methods the Administration deems appropriate; and
3. That the City of Grosse Pointe Woods shall provide Early Voting for all Statewide and/or Federal Elections held in the municipality; and
4. That the City of Grosse Pointe Woods does not wish to enter into an agreement for conducting Early Voting with another municipality or the County, therefore the City Clerk is responsible for administering Early Voting in Grosse Pointe Woods; and
5. That the City of Grosse Pointe Woods' Early Voting hours will be from 8:30 a.m. to 4:30 p.m.

BE IT FURTHER RESOLVED, that this resolution is subject to the final enactment of State Legislation.

AYES: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
 NAYS: None
 ABSENT: None

Resolution declared adopted.

STATE OF MICHIGAN)
) SS.
 COUNTY OF WAYNE)

CERTIFICATION

I, Paul P. Antolin, Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the City Council of the City of Grosse Pointe Woods at the regular meeting held on October 16, 2023.

PAUL P. ANTOLIN, CITY CLERK DATE