



**CITY OF MADISON HEIGHTS**

**CITY HALL - EXECUTIVE CONFERENCE ROOM, 300 W. 13 MILE RD.**

**ELECTION COMMISSION MEETING AGENDA**

**OCTOBER 10, 2022 AT 6:00 PM**

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**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF MINUTES**

- [1.](#) Approval of the Election Commission minutes of July 11, 2022

**MEETING OPEN TO THE PUBLIC**

**NEW BUSINESS**

- [2.](#) Approval of Election Workers for November 8, 2022
- [3.](#) Public Accuracy Test for November 8, 2022

**ADJOURNMENT**

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: [clerks@madison-heights.org](mailto:clerks@madison-heights.org) at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

Election Commission Meeting  
Madison Heights, Michigan  
July 11, 2022

A Election Commission Meeting was held on Monday, July 11, 2022 at 6:08 PM at City Hall - Executive Conference Room, 300 W. 13 Mile Rd.

PRESENT

Commissioner Mark Bliss  
Commissioner Larry Sherman  
Commissioner Cheryl Rottmann

City Clerk Rottmann opened the meeting and called the roll.

MEETING OPEN TO THE PUBLIC

There were no members of the public present.

EC-22-06. Approval Of The Minutes Of March 9, 2022.

Motion made by Commissioner Sherman, Seconded by Commissioner Rottmann, to adopt the minutes of the Special meeting held on March 9, 2022, as printed.

Voting Yea: Commissioner Bliss, Commissioner Sherman, Commissioner Rottmann

Motion carried.

EC-22-07. Appointment of City Clerk and Deputy City Clerk as Commission Delegate for the August 2, 2022 and November 8, 2022 Elections.

Motion made by Commissioner Bliss, Seconded by Commissioner Sherman, to appoint City Clerk Cheryl Rottmann and Deputy City Clerk Phommady Boucher, to serve as the Commission's Designees for the August 2, 2022 and November 8, 2022 elections to appoint alternate election inspectors in an emergency situation, perform any duties as deemed necessary and, to conduct the Preliminary Testing in accordance with State law.

Voting Yea: Commissioner Bliss, Commissioner Sherman, Commissioner Rottmann

Motion carried.

EC-22-08. Approval of Election Workers for August 2, 2022.

Motion made by Commissioner Bliss, Seconded by Commissioner Sherman, to certify the Election Inspector List and Receiving Board for the August 2, 2022 Election.

Voting Yea: Commissioner Bliss, Commissioner Sherman, Commissioner Rottmann

Motion carried.

EC-22-09. Public Accuracy Test for August 2, 2022.

Motion made by Commissioner Sherman, Seconded by Commissioner Bliss, affirming the Public Accuracy Test was held in accordance with MCL 168.778(6) for the August 2, 2022 Election and that the Accuracy Board hereby certifies that notice of this test was published 48 hours prior to the conduct of the test; the container holding the testing materials was sealed with seal number 065916, and Precinct 7 was tested at the Public Accuracy Test using the prepared test deck and that the results agree with the predetermined results of the test deck; and the test deck, predetermined results and results of the Public Accuracy Test were secured following the test under the seal number 065918.

Voting Yea: Commissioner Bliss, Commissioner Sherman, Commissioner Rottmann

Motion carried.

EC-22-10 Adjournment.

There being no further business, Clerk Rottmann adjourned the meeting at 6:41 p.m.

# Memorandum

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**To:** Election Commission  
**From:** Cheryl E. Rottmann, City Clerk  
**Date:** 10-07-22  
**Re:** Precinct Workers

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I am in the process of finalizing the Precinct Inspector list for the Election Commission. I am still waiting for a few people to call back and confirm their appointments. I will present a list to the Election Commission at the meeting for review and authorization.

EC-22-. Public Accuracy Testing

Sample motion wording:

Motion by , seconded by, affirming the Public Accuracy Test was held in accordance with MCL 168.778(6) for the August 2, 2022 Election and that the Accuracy Board hereby certifies that notice of this test was published 48 hours prior to the conduct of the test; the container holding the testing materials was sealed with seal number 121826 and Precinct 9 was tested at the Public Accuracy Test using the prepared test deck and that the results agree with the predetermined results of the test deck; and the test deck, predetermined results and results of the Public Accuracy Test were secured following the test under the seal number 121830.