

July 26, 2021, 3:00 p.m. (Regular meeting)

Present: David McPherson– Secretary, Bonita Blakney – Member, Brenda Ebron–Member Tucker Ward– Member, and Carla Strickland –Director

Also Present: Amanda Prince, County Attorney

Absent: Katherine Horne – Chairman

The Secretary of the Board presided over the meeting in the absence of the chairman and brought the meeting to order. David McPherson– Secretary, Bonita Blakney – Member, Brenda Ebron–Member, and Tucker Ward– Member were present. Mr. McPherson gave the invocation. The Pledge of Allegiance was recited.

The next item was the approval of the agenda. The Board Secretary entertained a motion to approve the agenda as written, Mrs. Ebron made a motion to accept the agenda, Mr. Ward second, Mrs. Blakney, and Mr. McPherson concurred.

The next item on the agenda the floor was opened to public comment. Ms. Doris Strickland, residing at 105 Forest Edge Cir, Apt 14 in Tabor City. Mrs. Strickland advised the Board of her dissatisfaction with the Director’s slow response in her records requests and would like to know about the Director’s grievance with her that was listed on the general account during the last board meeting. She further advised that she has always been kind to everyone who works in the office and expects to be treated kindly. Mr. McPherson advised that all people should be treated kindly.

The next item on the agenda was the approval of the July 20, 2021 Minutes. The Board Secretary entertained a motion to approve the Minutes. Mr. Ward made a motion to approve the minutes, Mrs. Blakney second, Mrs. Ebron, and Mr. McPherson concurred.

The next item on the agenda was a correction to the June 28 minutes page 99 in the minutes book The Director advised that the minutes that were approved were the June 14, minutes rather than the May 24th minutes. Mrs. Ebron made a motion to approve the correction, Mrs. Blakney second, Mr. Ward and Mr. McPherson concurred.

The next item on the agenda was the revised one-stop plan and Resolution for the same. The Director advised that the hours for the Saturday prior to the municipal elections had been changed to 8:00 a.m. to 3:00 p.m. in accordance with SB722 which had been ratified and signed into law. Mr. Ward made a motion to adopt the Resolution approving the revised one-stop plan, Mrs. Blakney second, Mrs. Ebron and Mr. McPherson concurred.

The next item on the agenda was the Standard Operating Guidelines for the Columbus County Board of Elections. Mrs. Blakney made a motion to approve the Standard Operating Guidelines, Mr. Ward second, Mrs. Ebron and Mr. McPherson concurred.

The next item on the agenda was the delegation of Authority to the Director of Elections.

DELEGATION OF AUTHORITY TO DIRECTOR OF ELECTIONS

BE IT RESOLVED THAT THE COLUMBUS COUNTY BOARD OF ELECTIONS, OF THE STATE OF NORTH CAROLINA, MET ON THIS 18TH DAY OF MARCH, 2019 AND DOES HEREBY EXECUTE THE AUTHORITY CONTAINED IN G.S. 163A- 774 AND DELEGATES TO CARLA L. STRICKLAND, EXECUTIVE DIRECTOR OF ELECTIONS OF COLUMBUS COUNTY, THE FOLLOWING DUTIES, POWERS AND RESPONSIBILITIES AND THAT SPECIFIED DUTIES AND RESPONSIBILITIES SHALL ADHERE TO THE DUTIES DELEGATED TO THE COUNTY BOARD OF ELECTIONS PURSUANT TO G.S. 163A-779A:

1. Supervise the full-time and procurement of temporary personnel in the daily charge of the Board of Elections office. Plan and direct overall operations of the office and in the preparation for and execution of all federal, state, district, county, bond, referendum and municipal elections in Columbus County.
2. Serve as Chief Judge, at large, to register and transfer qualified registrants who present themselves at the Board for this purpose. (includes the by mail, in person, e-mail, fax and Satellite one stop registrations)
3. Administration and supervision of expenditures, receivables and payroll submission.
4. Maintain and secure Board records; prepare all documents concerning the Board of Elections and the Elections results. Attend to all correspondence relating to the Board of Elections office. Implement processes, procedures, and report inconsistencies as directed by the NC State Board of Elections. Keep the Board informed of all matters requiring their attention.
5. To keep educated on changes in Federal, State and local Laws to include administrative code and implement procedures as designated by the NC State Board of Elections to insure compliance of the same.
6. To supervise the Board’s Senior Elections Specialist, Elections Specialists, and temporary employees; and recommend appointment and removal of the same subject to approval by the Board of Elections. Be responsible for salary adjustments, merit increases and evaluations of the same, also subject to approval by the Board of Elections.

7. Administer the preparation and organization of all precinct uniformity documentation prior to each Election and inspect and audit where necessary all documentation upon return to the Board of Elections office.
8. Maintain contact with Party Chairs and precinct officials, keeping them informed of changes in the laws concerning their duties. Prepare the materials and procure a site for the training of precinct officials in conducting elections, and supplying them with election materials.
9. To perform administrative duties related to the permanent registration system. Supervise and maintain the state computer system and software for voter registration and maintain current registration files, to include upon receipt and verification, adding all new registrations, making transfers, making party changes, and removing names of all deceased persons, persons convicted of felonies, or persons who no longer reside in the county.
10. Prepare Grant requests when Grant monies are available for Board approval and finalize grant allocation disposition reports.
11. Provide for open and professional communication with the Media, State, County, Municipal officials and the General public at large in helping to insure the integrity of the Board of Elections office and its Board members.
12. Contract for the printing of ballots and other supplies used in registrations and elections, and prepare for the pickup, delivery and return of ballots, poll books, equipment and materials to and from voting places.
13. To provide for research and auditing of Election returns and results of the same to be presented to the Board Members for review and approval
14. Prepare budget proposals for approval of the Board and upon approval submit each budget proposal to the County Commissioners and Finance Department.
15. Prepare abstracts after each election and assist the Board in canvassing the returns of all elections. Submit copies to the appropriate authority; prepare certificates of election to county offices and members of the General Assembly, except those elected in districts composed of more than one county.
16. Receive notification of candidacy for elective office, receive filing fees for same and keep records thereof.
17. Supply candidates with necessary campaign reporting material, treasurer training materials, explain campaign reporting requirements, notify candidates when reports are due, help candidates with reports upon their request and keep accurate records of same.
18. To perform administrative duties related to the coding of Elections and upload of media for the Unity system, Clarity, DS200 and Automark machines and system security of the same. To perform administrative duties related to loading One-stop voting databases to laptops for Satellite One-stop operations, Election Day Voting databases to laptops and system security of the same.
19. Submit Ballot proofs to the NC State Board of Elections and the Columbus County Board of Elections for approval.
20. Preparations for the conduct of the Logic and Accuracy testing of voting machines and performance of mock Election as described by the NC State Board of Elections and the utilization of Unity ENR and Clarity reporting prior to each Official Election.
21. To represent the Election Department as a County Department Manager and perform all personnel duties with the advisement and consent of the Board as needed.
22. To maintain the integrity, upgrades and security of all records, inventory, and local computer applications and hardware at the Board of Elections office and voting places. Perform upgrades to the State Board of Elections SEIMS as instructed by the State Board of Elections.
23. To verify District and Municipal boundaries utilizing maps provided by entities of the same and implementing the same into the County Board of Elections geo-code system to include decennial census redistricting.
24. Procure, design and arrange the voting enclosure and voting place of all precincts and satellite one-stop sites, instruct Precinct Officials for setting up the polls and supply them with the necessary guidelines and equipment.
25. Supervise, upon request, the setting of precinct lists and of registered voters to those desiring them, including accepting fees for same.
26. Check and verify all petitions for unaffiliated candidates, political parties and special elections.
27. Provide for issuance of all notices, advertisements and publications concerning elections and Board meetings.
28. Attend the State Board of Elections Seminars, Election Officials Meetings, NCADE meetings and District meetings.
29. Assist local schools, colleges and universities, when requested, in conducting school elections.
30. Conduct Voter Education through interaction with candidates, media, political parties, civic organizations, schools and the general public as a non-partisan. Conduct Registration Drives.
31. Compose letters and memorandums pertaining to departmental functions.
32. Keep the minutes of Board of Elections meetings.
33. Carry out all other duties or responsibilities as assigned by Chapter 163 of the General Statutes of the State of North Carolina, as Directed by the NC State Board of Elections and as requested by members of the Columbus County Board of Elections in accordance with the laws of the State of North Carolina, GS 163a-774 (d).

The Director will assign All Duties respective to each Employee's position and Title. Additional duties and special projects will be assigned on an as needed basis particularly during preparation of, conduct of and closing of Elections, poll worker training Elections

Travel, and poll worker Payroll. At times cross training will take place for all employees in order to facilitate knowledge in all aspects of the Board of Elections Mission.

After reviewing the same, Mr. Ward made a motion to approve the Delegation of Authority, Mrs. Blakney second, Mrs. Ebron and Mr. McPherson concurred.

The next item on the agenda the Director gave an update on Guideway Elementary School Cafeteria to be utilized in place of the Bug Hill 1- (Pirway) Nakina Fire Substation bldg. and Bug Hill 2 Old Zion Wesleyan church precinct buildings. She advised that Renee Long had recommended the possible use of The School Cafeteria and that the Commissioners approved the same at their last meeting. She further advised that the West lees Precinct Building was in poor condition and that the merge for Bug Hill 3 and West lees will take place at the Nakina Senior center which is already being utilized for Bug Hill 3 precinct.

<u>Location</u>	<u>(Previous Precincts)</u>	<u>New precincts</u>
Guideway Elementary	(Bug Hill 1 and Bug 2)	Bug Hill
Fair Bluff Fire and Rescue	(Fair Bluff and Cherry Grove)	Cherry bluff
Nakina Senior center	(West Lees and Bug Hill 3)	Nakina
Old Dock Community Building	(E Lees and S Lees)	Lees S.E.
N Whiteville Fire Department	(Western Prong and N Whiteville)	N.W. Whiteville

The next item on the agenda was the Candidate Filing Notice for the town of Lake Waccamaw.

NOTICE OF CANDIDATE FILING FOR TOWN OF LAKE WACCAMAW

The Columbus County Board of Elections will begin Candidate filing for the November 2, 2021 Municipal Election for the Town of Lake Waccamaw at 12:00 noon on July 26, 2021 and will end on August 13, 2021 at 12:00 noon.

The following seats are up for Election:

<u>CONTEST</u>	<u>NUMBER OF SEATS</u>
TOWN OF LAKE WACCAMAW MAYOR	1
TOWN OF LAKE WACCAMAW TOWN COMMISSIONER-EAST WARD	1
TOWN OF LAKE WACCAMAW TOWN COMMISSIONER WEST WARD	1

The filing fee is \$5.00

The next item on the Agenda was the Candidates filed to date.

COLUMBUS BOARD OF ELECTIONS

CANDIDATE DETAIL LIST

CRITERIA: Election 11/02/2021, Show Contested Candidates: Y

CONTEST NAME / SEAT NAME / PARTY	CANDIDATE NAME / NAME ON BALLOT	FILING DATE / CAND PTY	RESIDENTIAL ADDRESS	MAILING ADDRESS	HOME PHONE / MOBILE PHONE	WORK PHONE
TOWN OF BOARDMAN MAYOR	WILLIAMSON, ERIC CLEVELAND Eric Williamson	07/12/2021	1540 OLD BOARDMAN RD EVERGREEN, NC 28438		(910) 736-6200	
TOWN OF BOARDMAN TOWN COUNCIL	BRITT, KELLY TEVIS Tevis Britt	07/16/2021	2040 OLD BOARDMAN RD EVERGREEN, NC 28438			
TOWN OF BOARDMAN TOWN COUNCIL	BRITT, WILLIAM DONALD William Donald Britt	07/13/2021	1488 OLD BOARDMAN RD EVERGREEN, NC 28438		(910) 736-1088	
TOWN OF BOARDMAN TOWN COUNCIL	ROOSELLE, CRYSTAL GALE Crystal Rogers	07/05/2021	1538 OLD BOARDMAN RD EVERGREEN, NC 28438	1538 OLD BOARDMAN RD	(910) 734-0069	
TOWN OF BOARDMAN TOWN COUNCIL	SMITH, JAMES EARL James Smith	07/05/2021	1132B OLD 74 EVERGREEN, NC 28438		(910) 734-8179	
TOWN OF BOARDMAN TOWN COUNCIL	TUNNEYVILLE, MIRNE IRMAN Mirne Tunneyville	07/05/2021	1124B OLD 74 EVERGREEN, NC 28438		(910) 734-7709	
TOWN OF BOLTON MAYOR	MAYNOR, SHAWN PATRICK Shawn Mayor	07/05/2021	70 HEYER ST BOLTON, NC 28423	PO BOX 215 BOLTON, NC 28423		
TOWN OF BOLTON MAYOR	SMITH, CHARLES BRYANT C. Bryant Smith	07/16/2021	475 CEDAR ST BOLTON, NC 28423	PO BOX 315 BOLTON, NC 28423	(910) 655-8479	
TOWN OF BOLTON TOWN ALDERMAN	BROWN, DANIEL LEE Daniel (Darey Day) Brown	07/02/2021	1897 SAAM POTEB HWY BOLTON, NC 28423		(910) 650-6570	
TOWN OF BOLTON TOWN ALDERMAN	GRAHAM, GARY JEROME Gary J. Graham	07/16/2021	87 BLACKSMITH RD S BOLTON, NC 28423		(910) 655-2133	
TOWN OF BRUNSWICK TOWN COMMISSIONER	BLACKMON, TAMMY CLARK Tammy Blackmon	07/08/2021	1797 MILL POND RD WHITEVILLE, NC 28472		(910) 640-3493	
TOWN OF BRUNSWICK TOWN COMMISSIONER	HILL, NANCY LEE Nancy Hill	07/06/2021	777 WISCONSIN BLVD WHITEVILLE, NC 28472	PO BOX 18 BRUNSWICK, NC 28424	(910) 640-6544	
TOWN OF BRUNSWICK TOWN COMMISSIONER	MCCARTHER, ALONZO ROXBELL Alonzo R. McCarter	07/02/2021	53 DAVIS DR WHITEVILLE, NC 28472	PO BOX 18 BRUNSWICK, NC 28424	(910) 281-6102	

COLUMBUS BOARD OF ELECTIONS		CANDIDATE DETAIL LIST				
COUNTY NAME / BEAT NAME / PARTY	CANDIDATE NAME / NAME ON BALLOT	FILING DATE / CAND. PTY	RESIDENTIAL ADDRESS	MAILING ADDRESS	HOME PHONE / MOBILE PHONE	WORK PHONE
TOWN OF BRUNSWICK TOWN COMMISSIONER	MOORE, SHERLEY JANNAH	07/07/2021	1533 WILSON BLVD	PO BOX 201	(910) 940-3737	
TOWN OF CERRO GORDO MAYOR	White, David Cluff	07/13/2021	1617E L.L. NO 28472	28472 WILSON, NC 28424	(910) 770-6294	
TOWN OF CERRO GORDO TOWN COUNCIL	Blachwell, Tracey Earl	07/13/2021	235 PINE ST	CERRO GORDO, NC 28433	(910) 840-6487	
TOWN OF CERRO GORDO TOWN COUNCIL	Jankovic, Jeffrey Paul	07/13/2021	7100 AMERICUS ANDERSON HWY SW	70 000 45	(910) 841-6219	
TOWN OF CERRO GORDO TOWN COUNCIL	McNee, Lisa Blachwell	07/08/2021	135 RAILROAD ST EAST	PO BOX 308	(910) 317-3156	
TOWN OF CHADDSBORO TOWN COUNCIL	Brett, Graydon Mark	07/08/2021	116 E 6TH AVE	CHADDSBORO, NC 28430	(910) 770-8748	
TOWN OF CHADDSBORO TOWN COUNCIL	Gambrette, Anthony Miles	07/08/2021	710 N OAK ST	CHADDSBORO, NC 28431	(910) 841-1030	
TOWN OF CHADDSBORO TOWN COUNCIL	Ritchart, Tracy Lynn	07/07/2021	113 W 2ND AVE S	CHADDSBORO, NC 28431	(910) 840-3896	
TOWN OF CHADDSBORO TOWN COUNCIL	Clewis, Garry Wade	07/16/2021	307 CHADDSBORO RT	CHADDSBORO, NC 28431	(910) 256-0520	
TOWN OF CHADDSBORO TOWN COUNCIL	Reberts, Rashad Jahari	07/16/2021	210 BLANCHIE ST	CHADDSBORO, NC 28431	(910) 234-0845	
TOWN OF CHADDSBORO TOWN COUNCIL	Kelley, Mark Grogold	07/16/2021	316 FMGRIEET DR	CHADDSBORO, NC 28431	(910) 698-4631	
TOWN OF FAIR BLUFF MAYOR	Hammond, Billy Walter	07/02/2021	125 WOODLARK ST	FAIR BLUFF, NC 28430	(910) 640-7007	
TOWN OF FAIR BLUFF TOWN COMMISSIONER	Bitt, Brentwell	07/02/2021	780 ACADEMY ST	FAIR BLUFF, NC 28430	(910) 640-7007	
TOWN OF FAIR BLUFF TOWN COMMISSIONER	Shaw, Franklin Lester	07/02/2021	178 CONWAY RD	FAIR BLUFF, NC 28430	(910) 640-7441	
TOWN OF FAIR BLUFF TOWN COMMISSIONER	Fason, Clavice Verne	07/02/2021	340 BLUFF ST	FAIR BLUFF, NC 28430	(910) 640-8767	

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COLUMBUS BOARD OF ELECTIONS		CANDIDATE DETAIL LIST				
COUNTY NAME / BEAT NAME / PARTY	CANDIDATE NAME / NAME ON BALLOT	FILING DATE / CAND. PTY	RESIDENTIAL ADDRESS	MAILING ADDRESS	HOME PHONE / MOBILE PHONE	WORK PHONE
TOWN OF LAKE WACCOMA MAYOR	Jarvis, Graydon Brynn	07/06/2021	334 MAIN ST		(910) 940-0112	
TOWN OF LAKE WACCOMA TOWN COMMISSIONER EAST WARD	Grayson Jarvis		FAIR BLUFF, NC 28430			
TOWN OF LAKE WACCOMA TOWN COMMISSIONER WEST WARD						
TOWN OF SANDHILL TOWN COUNCIL	Hall, Leonard	07/16/2021	345 MURKIN LN	RISELWOOD, NC 28468	(910) 625-4932	
TOWN OF SANDHILL TOWN COUNCIL	Dixon, Perry	07/16/2021	208 WOODYARD RD	RISELWOOD, NC 28468	(910) 625-4853	
TOWN OF TABOR CITY TOWN COUNCIL	Grate, James Lamont	07/02/2021	108 SEALS ST	TABOR CITY, NC 28463	(910) 625-7966	
TOWN OF TABOR CITY TOWN COUNCIL	Rodriguez, Samuel James	07/06/2021	122 ROBERTS CIR	PO BOX 328	(910) 653-2143	

The next item on the agenda, the Director advised that the NC State board of Elections Calendar was included in their packet.

The next item on the agenda was a report that the Board of Elections offices are to be moved. She advised that she and the staff went to the building located at the BB&T North call center Building B, and further advised that she had only a few concerns and asked for the Board members to view the building as well. She advised that the Maintenance department did not want the Board of Elections using the main entrance and that this would be utilized by probation and parole. She was not quite sure how to set up the areas to meet the needs of security and Elections training. She felt that the board members input would be appreciated.

The next item on the agenda was a closed session pursuant to GS 143-318.11 (a) (6) Personnel Issues and GS 143-318.11 (a) (3) Attorney Client privilege. Mrs. Blakney made a motion to go into closed session and Mr. Ward second. The regular session was recessed. The regular session resumed at 4:38 p.m. where it was reported that the Board had discussed personnel matters and possible future litigation. No action was taken.

The next item on the agenda was the NVRA/removed voter reports. No action was taken.

With no further business Mr. Ward made a motion to adjourn, Mrs. Blakney second and the meeting was adjourned.

CS/clb*

July 26, 2021 4:01 p.m.-4:38p.m. (Closed Session General Account)

Closed Session pursuant to GS 143-318.11 (a) (6) Personnel Issues and GS 143-318.11 (a) (3) Attorney Client privilege

Present: David McPherson– Secretary, Bonita Blakney – Member, Brenda Ebron-Member Tucker Ward– Member, and Carla Strickland –Director

Also Present: Amanda Prince, County Attorney

Absent: Katherine Horne – Chairman

At 4:01 p.m., Mrs. Blakney made a motion to go into closed session, Mr. Ward second, Mrs. Ebron, and Mr. McPherson concurred.

Item #1:

1. Personnel issues
2. Possible future litigation

At 4:38 p.m., Mrs. Blakney made a motion to go back into regular session, Mr. Ward second, Mrs. Ebron, and Mr. McPherson concurred.

The closed session was adjourned and the Board went into regular session.

CS/cls*