

BUNCOMBE COUNTY BOARD OF ELECTIONS
AGENDA for October 15, 2019
5:30 p.m.

- I. Call to Order
- II. Welcome of Visitors
- III. Approval of Minutes
- IV. Consideration of Absentees
- V. Second Voting Location Changes and Out of Precinct Voting Locations
- VI. City of Asheville Resolutions/2020 Primary
- VII. Early Voting Machine Testing (50 Coxe or 77 McDowell)
- VIII. General Office Update—Asheville Mall
In-office staffing
municipals/trainings
- IX. Other Business

OCTOBER 15, 2019

NAME

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Buncombe County Board of Elections

Meeting Minutes

October 15, 2019

Opening

The scheduled meeting of the Buncombe County Board of Elections was called to order at 5:35 pm on October 15, 2019 at 77 McDowell Street, Asheville, NC 28801.

Present

Board Members-

Jake Quinn, Chairman
Elizabeth Newman, Secretary
Linda Block
Stephen G. Duncan
Jay Watson

BOE Staff-

Trena Velez, Director
John Noce
Jennifer Sparks
Victoria Leyva

Visitors-

(See attached)

Item One – Welcome of the Visitors

- Chairman Quinn reminded the visitors to sign in when attending board meetings.

Item Two – Minutes – Kevin Roberts

- Member Watson motioned to approve the minutes from August 20, 2019. Secretary Newman seconded and the Board approved unanimously.
- Member Watson motioned to approve the minutes from September 24, 2019. Secretary Newman seconded, and the Board approved unanimously.

Item Three – Out of Precinct Voting Locations and Second Voting Location – Kevin Roberts

- Staff member Roberts presented the revised secondary voting location resolution. (See attached)
 - Resolution 10152019A – 68.1 will have a secondary voting location, 681, due to the extensive travel around the mountain range starting at Gouges Branch.
 - Member Watson motioned to approve resolution 10152019A. Member Duncan seconded, and the Board approved unanimously.
- Staff member Roberts presented resolution 10152019B which included the out of precinct locations that will be used in 2020.

- Secretary Newman motioned to approve resolution 10152019B. Member Block seconded, and the Board approved unanimously.

Item Four – Approval of Absentee Ballots – John Noce

- Staff member Noce re-presented the absentee board meeting schedule due to changes in statute citations.
- Noce presented a summary of the absentee process and explained to the Board the steps required to complete the process.
- Staff member Noce presented two (2) civilian ballots.
 - Noce noted the requirement for two signatures or a notary.
 - The Board reviewed and signed the two (2) civilian absentee ballots.
 - The Board signed the original and duplicate ballot poly-bags.
 - The Board signed the results and audit log.
- Member Block moved to approve the two (2) ballots. Member Duncan seconded and the Board approved unanimously.

Item Five – City of Asheville Resolutions/2020 Primary - Trena Velez

- Chairman Quinn updated the visitors that the City of Asheville has discussed restoring their primary in March 2020 to coincide with the 2020 partisan primary. Chairman Quinn highlighted a concern about is holding a nonpartisan primary during the partisan primary and stated that Buncombe County Election Services is neither authorized nor prohibited by law to hold the election. Chairman Quinn stated that we may have the capacity to hold the primary and reminded visitors that a primary in October would not be feasible as the primary could not be completed before absentee ballots would be mailed for the general election. The law regarding combining these two types of primaries is unclear. The State Board has not taken a position. Chairman Quinn reported that request had been made of the County Attorney's office to provide a legal opinion on the issue.
 - Member Duncan would like the County and State attorney to send an approval or endorse a March Asheville primary election in writing.

Item Six- General Office Update

- Director Velez presented the resolution to initiate the counting of absentee ballots.
 - Secretary Newman motioned to approve the resolution. Member Block seconded and the Board approved unanimously.
- Director Velez informed the Board that the staff is excited about the new remote site in the Asheville Mall. Velez mentioned the contract is in the final stages of approval and stated that IT department has made a preliminary assessment of the facility.

- Director Velez informed the Board that she is discussing the requirements for hiring new temporary full-time election staff in addition to part-time temporary election staff with both HR and the County Manager.
- Director Velez announced that she will be retiring from Buncombe County Election Services and will begin working for the State Board of Elections as Deputy Director of Election Administration.

Item Seven- Early Voting Machine Testing – Allan Johnson

- Staff member Johnson explained that according to General Statute 163-33.2 the Board shall test voting machines, in a reasonable number of combinations, no less than ten percent (10%) of all voting machines programmed for each primary or election. Early voting for the municipal election 2019 requires two tabulators.
- The Board tested one (1) DS200 machine and one (1) Automark machine.
- The following machines were tested:
 - DS200 – Serial number - DS0315350096
 - Automark – Serial number - AM0206463777
- The testing was successful.

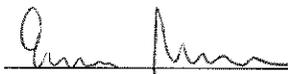
The meeting adjourned at 7:11 pm. The next meeting will be at 5:30 pm on October 22, 2019, at 77 McDowell Street, Asheville, NC 28801.

Minutes submitted by: Kevin J. Roberts

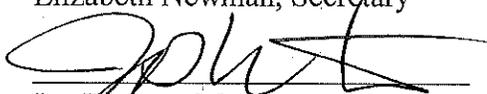
Approved by:



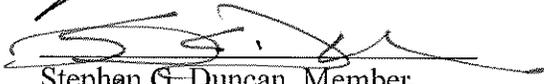
Jake Quinn, Chairman



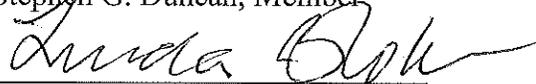
Elizabeth Newman, Secretary



Jay Watson, Member



Stephen G. Duncan, Member



Linda Block, Member

RESOLUTION 10152019B

BUNCOMBE COUNTY OUT OF PRECINCT VOTING LOCATIONS

WHEREAS, North Carolina General Statute 163A-1048 provides that upon a resolution adopted by the county board of elections and approved by the Executive Director of the State Board of Elections, voters from a given precinct may be temporarily transferred for the purpose of voting to an adjacent precinct; and,

WHEREAS, any such transfers shall be for the period of time equal only to the term of office of the county board of elections making such transfer.

NOW, THEREFORE BE IT RESOLVED by the Buncombe County Board of Elections as follows:

1. Precinct 13.1 will vote at Calvary Baptist Church (531 Haywood Road, Asheville, NC 28806);
2. Precinct 20.1 will vote at First Congregational Church (200 College Street, Asheville, NC 28801);
3. Precinct 23.2 will vote at Tried Stone Missionary Baptist Church (100 Carroll Avenue, Asheville, NC 28801);
4. Precinct 23.3 will vote at Evergreen Charter School (50 Bell Road, Asheville, NC 28805);
5. Precinct 24.1 will vote at Crossroads Assembly (20 S. Bear Creek Road, Asheville, NC 28806);
6. Precinct 26.1 will vote at Asheville School (232 Asheville School Road, Asheville, NC 28806);
7. Precinct 27.2 will vote at Beaverdam Community Center (450 Beaverdam Road, Asheville, NC 28804);
8. Precinct 33.2 will vote at Black Mountain Primary (301 E. State Street, Black Mountain, NC 28711);
9. Precinct 36.1 will vote at First Baptist Church Black Mountain (130 Montreat Rd, Black Mountain, NC 28711);
10. Precinct 43.2 will vote at Johnston School (230 Johnston Boulevard, Asheville, NC 28806);
11. Precinct 45.1 will vote at Enka Middle School (390 Asbury Road, Asheville, NC 28806);
12. Precinct 48.1 will vote at Hominy Valley Elementary School (450 Enka Lake Road, Candler, NC 28715);
13. Precinct 56.2 will vote at Arden First Baptist Church (2115 Hendersonville Road, Arden, NC 28704);

14. Precinct 60.2 will vote at Reynolds Fire Department (1 Charles Lytle Lane, Asheville, NC 28803);
15. Precinct 60.4 will vote at Abiding Savior Lutheran Church (801 Charlotte Highway, Fairview, NC 28730);
16. Precinct 61.1 will vote at Riceville Community Center (2251 Riceville Road, Asheville, NC 28805);
17. Per resolution 09242019A designated voters from 68.1 will vote at Newfound Community Center (3 Morgan Branch Road, Leicester, NC 28748).

THIS RESOLUTION shall be effective upon the date of its signing by the board's Chairperson and dispatched to the State Board of Elections as consideration for the Board's unanimous decision on October 15, 2019.



Chairman, Buncombe County Board of Elections

RESOLUTION 10152019A

SECOND VOTING LOCATION FOR BUNCOMBE COUNTY PRECINCT 68.1

WHEREAS, General Statute 163A-1049 states that a county board of elections, by unanimous vote of all its members, may propose to designate two voting places to be used temporarily for the same precinct; and,

WHEREAS, the temporary designation of a voting place shall continue only for the term of office of the county board of elections making the designation; and,

WHEREAS, the county board's proposal is subject to approval by the Executive Director of the State Board. The county board shall submit its proposal in writing to the Executive Director; and,

WHEREAS, the Buncombe County Board of Elections recommends that due to challenging topography, lengthy driving distances, and limited voting space Precinct 68.1 is in need of a second voting location; and,

WHEREAS, this recommendation complies in all respects with the requirements of General Statute 163A-1049 for the establishment of a second voting precinct.

NOW, THEREFORE BE IT RESOLVED by the Buncombe County Board of Elections to propose to the Executive Director as follows:

1. That pursuant to N.C. General Statute 163A-1049, the Newfound Community Center be readopted as the second voting location for the West Buncombe Precinct 68.1.
2. That pursuant to N.C. General Statute 163A-1049, all voters in the West Buncombe Precinct 68.1 residing southwest of Gouges Branch and continuing to the Haywood County line be assigned to vote at the Newfound Community Center (3 Morgan Branch Rd, Leicester 28748).
3. That pursuant to N.C. General Statute 163A-1049, the remainder of the voters in Precinct 68.1 will continue to vote at the West Buncombe school.

THIS RESOLUTION shall be effective upon the date of its signing by the Board's Chairperson and dispatched to the State Board of Elections as consideration for the Board's unanimous decision on October 15, 2019.



Chairman, Buncombe County Board of Elections

BUNCOMBE COUNTY BOARD OF ELECTIONS

EXECUTED ABSENTEE BALLOTS - PRECINCT SEQ.

ELECTION DATE = "11/05/2019"

ABSENTEE TYPE = "CIV"

BOARD MEETING DT (yyyy-mm-dd) = "2019-10-15 05:30PM"

- 1: VAD.ballot_return_lbl = "OK" AND
- 2: VAD.ballot_approval_dt <=> "" AND
- 3: VAD.ballot_return_dt_str <=> "" AND
- 4: VAD.is_bllt_rtn_before_elect_dt = 1

PCT	VTD	MUNI	NAME	RR	VRN	APPLICATION NUM	BALLOT NUM	BALLOT STYLE	BOARD MTG DATE	RETURN DATE
71.1	71.1	WFIN	WEBER, KATHY SUE		000000462215	CIV-3	000-3	M015	10/15/2019	10/14/2019
71.1	71.1	WFIN	WEBER, LARRY WILLIAM		000000462256	CIV-2	000-2	M015	10/15/2019	10/14/2019

Election Total: 2

GRAND TOTAL: 2

Handwritten signatures of board members: Sue Eise, Linda Borch, and Jim A. ...

Buncombe County Election Services 2019 Board Meeting Municipal Schedule

*All public meetings conducted by the Buncombe County Board of
Elections are held at
77 McDowell Street, Asheville, NC 28801*

Schedule of Meetings: (Subject to changes)

Tuesday, October 15th @ 5:30 p.m.
Absentee Meeting & Machine Testing
G.S. 163A-1308 (f) / 163-230.1(c1)*

Tuesday, October 22nd @ 5:30 p.m.
Absentee Meeting
G.S. 163A-1308 (f) / 163-230.1(c1)*

Tuesday, October 29th @ 5:30 p.m.
Absentee Meeting
G.S. 163A-1308 (f) / 163-230.1(c1)*

Saturday, November 2nd @ 1:00 p.m.
Absentee Meeting – Close of One Stop
G.S. 163A-1311 / 163-232*

Municipal Election Day
Tuesday, November 5th
6:30 a.m. – 7:30 p.m.

Tuesday, November 5th @ 2:00 p.m.
Counting of Absentee Ballots
G.S. 163A-1315(2) / 163-234*

Friday, November 8th @ 5:30 p.m.
Supplemental List of Executed Absentee
Ballots
G.S. 163A-1312 (a) / 163-232.1*

Thursday, November 14th @ 5:30 p.m.
Provisional Ballots
G.S. 163A-1169 (a) (4) / 163-182.2*

Friday, November 15th @ 9:00 a.m.
UOCAVA Supplemental Ballots
G.S. 163A-1346 (a) / 163-258.12*

Friday, November 15th @ 11:00 a.m.
Canvass
G.S. 163A-1172 / 163-182.5*

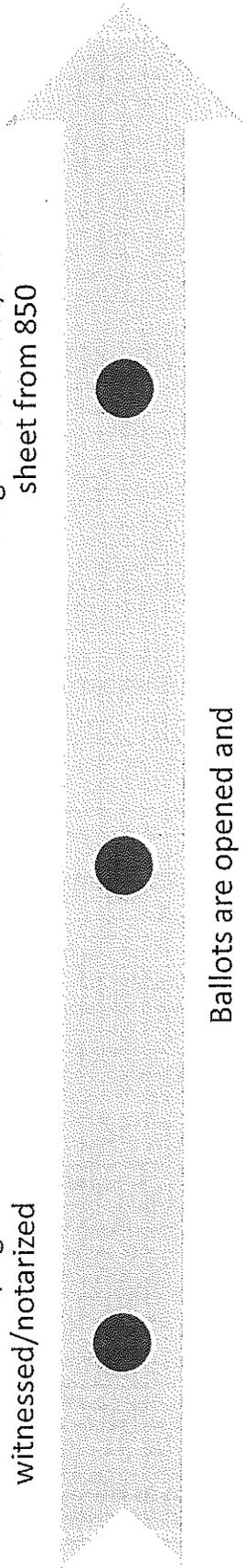
*Old law G.S.163A now back to G.S.163

Absentee Ballot Meetings- A Summary

GS 163A-1315

CBE verifies returned ballots
are accounted for, signed &
witnessed/notarized

Board makes motion to
approve all accepted ballots
and signs zero sheet/results
sheet from 850



Ballots are opened and
scanned in 850.
(Vote results are kept
concealed until close of polls
on Election Day)

2019 Absentee Ballot Approval Check List

CIVILIAN (G.S. 163A-1310)

Ballot returned (prior to the return deadline) in the container-return envelope provided by the county board of elections.

(Deadline: Voted ballots must be received by the CBE by Tuesday, 11/5/19 (5:00 p.m.) unless the postmark shows it was mailed on or before Tuesday, 11/5/19, and was received no later than Friday, 11/8/19.)

- Voter signed the application/certificate (back of envelope). (Or, if applicable, person assisting the voter signed and provided address.)
 - Two witnesses signed the application/certificate and provided complete addresses.
 - Or, Notary-witness section was completed.
-

UOCAVA (Uniformed Overseas Citizens Absentee Voting Act)

RETURNED BY MAIL (OVR or MIL) (G.S. 163A-1346)

(Deadline: The ballot is considered timely if received by the CBE by 5:00 p.m. on Thursday, 11/14/19, the last business day before Canvass. (No postmark is required.)

- Ballot returned (prior to the return deadline) in the container-return envelope provided by the county board of elections (or in envelope using template).
- Voter signed the Affirmation (on back of envelope) or ballot returned by mail with the Affirmation (contained in the UOCAVA instruction packet) signed by the voter.

RETURNED BY ELECTRONIC TRANSMISSION (OVR-MIL) (G.S. 163A-1344/1346)

(Deadline: The ballot is considered timely if received by the CBE by 7:30 p.m. EST (close of polls) on 11/5/19, or if electronic transmission occurs no later than 12:01 a.m., voter time, on 11/5/18.)

- Ballot returned (prior to the return deadline).
 - Voter signed the Affirmation of Military-Overseas Voter.
 - Voter signed the Electronic Transmittal/Privacy Waiver Form (*Not Required*)
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- NOTE: FWAB-(G.S.163A-1347) must be returned to the CBE with the Declaration/Affirmation signed by the voter. (No witness required in NC.)



RESOLUTION FOR SETTING TIME AND PLACE
FOR THE PURPOSE OF COUNTING ABSENTEE BALLOTS
FOR THE NOVEMBER 5, 2019 GENERAL ELECTIONS

WHEREAS, North Carolina General Statutes Section 163A-1315(2) provides that the County Board of Elections is authorized to begin counting absentee ballots issued under Article 21A of Subchapter VII of GS 163A between the hours of 9:00 a.m. and 5:00 p.m., and North Carolina General Statutes Section 163A-1315 provides that the County Board of Elections is authorized to begin counting absentee ballots between the hours of 2:00 p.m. and 5:00 p.m. on Election Day upon the adoption of a resolution wherein the hour and place of counting absentee ballots shall be stated.

WHEREAS, North Carolina General Statutes Section 163A-1315 also provides that the County Board of Elections is authorized to count supplemental absentee ballots at a time published upon the adoption of a resolution wherein the hour and place of counting absentee ballots shall be stated.

Now, therefore, be it resolved, by the Buncombe County Board of Elections as follows:

1. That the Buncombe County Board of Elections shall meet and convene at 2:00 p.m. on Tuesday, November 5, 2019 in the Board Room at the Board of Elections Office, 77 McDowell Street, Asheville, North Carolina, for the purpose of counting absentee ballots, except those which may have been challenged according to law on election day. The board will meet on Friday, November 8th at 5:30 p.m. for the purpose of counting supplemental absentee ballots and Thursday, November 14th at 5:30 p.m. for the purpose of counting provisional ballots. The board will meet again on Friday, November 15th at 9:00 a.m. for the purpose of counting UOCAVA supplemental ballots.
2. That this resolution shall be effective upon its adoption.
3. That a copy of this resolution shall be published once a week for two weeks prior to the election as required by law.


Jake Quinn, Chair
Buncombe County Board of Elections



October 15, 2019

Dear Chairman Quinn and Election Board Members:

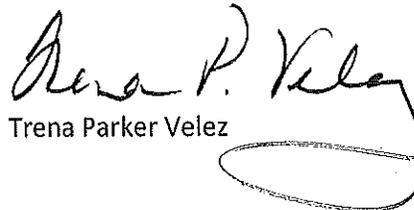
It is with both sadness and excitement, that I announce my retirement from Buncombe County Election Services. In mid-November I will begin serving in the position of Deputy Director of Election Administration for the North Carolina State Board of Elections in Raleigh, North Carolina.

During my 24+ years with Buncombe County I have always felt supported by our county commissioners, county administration, county party chairs, and each of our election boards. Meeting and working with so many of Buncombe County's giving and caring community has truly been an honor.

I would like to sincerely thank the many individuals who have championed our efforts at Election Services. My hope is that the Buncombe community will continue that steadfast support, as Election Services will definitely need numerous resources in the coming 2020 year and beyond. Although my employer will now be the NC State Board of Elections, I remain available and accessible to assure a smooth transition.

It will indeed be sad to leave such an incredible and competent team, and I am so very grateful for the countless rewarding experiences this job has provided. I hope that my contributions have been positive and that I can continue to make positive contributions in assisting the NC State Board of Elections with their important work.

Sincerely,


Trena Parker Velez