



BUNCOMBE COUNTY ELECTION SERVICES

BUNCOMBE COUNTY BOARD OF ELECTIONS

Board Meeting Agenda

Tuesday March 2, 2021

5:30 pm

Welcome of Visitors

- I. Approval of minutes
- II. Office updates

Buncombe County Board of Elections
Meeting Minutes
March 2, 2021

Opening

The scheduled meeting of the Buncombe County Board of Elections was called to order at 5:35 pm, March 2, 2021, at 77 McDowell Street, Asheville, NC 28801. A copy of the agenda is attached.

In response to the COVID-19 pandemic and NC Safer at Home Order, the meeting was held with limited in-person Board members and staff. Members of the public and additional staff were invited to attend virtually using Microsoft Teams. Directions on how to attend this virtual meeting are provided to the public on the Buncombe BOE website.

Present

Board Members-

- Jake Quinn, Chairman (in person)
- Linda Block (Virtual)
- Stephen G. Duncan (in person)
- Elizabeth Newman (Virtual)

BOE Staff-

- Corinne Duncan, Director (in person)
- Neggy Fox, Election Preparation Specialist (in person)
- Kevin Roberts, Administrative Technician (in person)

Visitors-

3 virtual guests

Welcome Visitors and Introduction of Remote Meeting Features

- Chairman Quinn welcomed virtual guests.

Item One - Approval of Minutes

- The Board reviewed the meeting minutes of January 14, 2021.
 - Chairman Quinn moved to accept the minutes as amended, and the Board approved unanimously.

Item Two - Office Updates

- Director Duncan gave the following updates:
 - The Department budget was presented to the County Manager (Avril Pinder) and no questions were raised. We were approved for one new position, an Elections Technical Specialist. The County Commissioners will make the final approval when the budget is presented at their meeting.
 - The State Board director recommended last week that all 2021 elections be moved to 2022. This is due to the 2020 census data being released late (September 2021). This would give counties the necessary time to complete redistricting. It was also

recommended that the 2022 Primary be moved from March to May, which would shift the candidate filing window from December 2021 to February 2022.

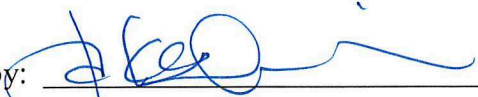
- Neggy Fox gave an overview of the Early Voting parameters for the municipal election in question for Weaverville, Woodfin, Woodfin Water and Sewer in November 2021 [see attached summary].
 - Member Duncan raised the concern that the in lieu of site should be looked at again to better host the voters in the Weaverville, Woodfin, Woodfin Water and Sewer election in November 2021.

Public Comments

Public questions and comments from the virtual attendees were addressed.

The meeting adjourned at 5:54 pm on March 2, 2021, at 77 McDowell Street, Asheville, NC 28801. The next meeting will be held at 5:30 pm on April 6, 2021.

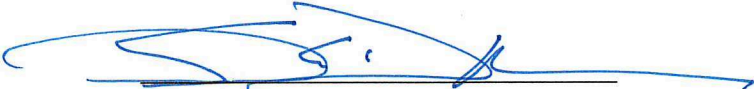
Minutes submitted by: Kevin J. Roberts

Approved by: 

 Jake Quinn, Chairman

 Elizabeth Newman, Secretary

 Linda Block, Member



 Stephen G. Duncan, Member

2021 Municipal Elections

(Town of Weaverville & Woodfin, Woodfin Water and Sewer)

Dates:

- October 14 – 30, 2021

Parameters for Municipal Elections:

- Board of Elections (BOE) office (or in lieu of site) must be open during normal business hours, at minimum. Do not have to be open 8am-7:30pm on weekdays.
- Any additional site(s) must open for same hours/same days, can differ from BOE site (or in lieu of site).
- If any site opens Saturday or Sunday, all other sites must open for same hours.
- Last Saturday all sites open 8am-3pm.
- Municipalities reimburse county for cost of elections. Municipalities would need to request additional site(s) and hours.

In lieu of site requirements:

- G.S. 163-227.6(a) states “reasonably proximate to the county board of elections office” for any in lieu of sites.
- Contacted SBOE to inquire if an in lieu of site in the northern part of the county was acceptable in order to better serve voters of Weaverville and Woodfin.
- Per numbered memo 2020-13, the in lieu of site must be:
 - In the same city or town as the county board office; and
 - Either within 4 miles driving distance of the county board office; or within 10 minutes driving time
- Possible in lieu of site could be at the new Weaverville Community Center (next to Lake Louise in Weaverville – off Merrimon Avenue). It’s approximately 9 miles from the BOE and a 16 minute drive.
- Weaverville Town Hall is approximately 10 miles from the BOE and an 18 minute drive. Distance from Lake Louise to Weaverville Town Hall is .8 miles and a 3 minute drive. Distance from Weaverville Community Center to Woodfin Town Hall (90 Elk Mountain Rd) is 5 miles and a 9 minute drive. Distance from BOE to Woodfin Town Hall is approximately 4.8 miles and a 12 minute drive.

One-Stop site cost:

- Labor is the biggest cost by far so for this preliminary review that is all I have calculated.
- Labor = \$400/per day based on an 8 hour day. This includes 1 captain and 3 workers for each shift. Labor costs does not include the 33.5% mark-up from Spherion staffing.
- Monday – Friday (8 hour days) = \$2k
- Last Saturday (mandatory 7 hours) = \$386
- Additional PPE supplies will not need to be purchased. We have enough left over from 2020 to use for this election.