

North Augusta



South Carolina's Riverfront

MUNICIPAL ELECTION COMMISSION

MINUTES OF JANUARY 18, 2023

Carleton Vaughn, Commissioner
Ben Watson, Commissioner

ORDER OF BUSINESS

The Municipal Election Commission meeting of January 18, 2023, having been duly publicized, was called to order by Chairperson Ben Watson at 2:00 p.m. in the Conference Room on the third floor of the Municipal Center.

Per Section 30-4-80(e) notice of the meeting was posted on the outside doors of the Municipal Center, the main bulletin board of the Municipal Center located on the first floor, and the City of North Augusta website.

Present were Commissioners Carleton Vaughn and Ben Watson. Also in attendance was Kevin Whaley, GIS Analyst, and Jamie Paul, City Clerk.

ITEM 3: Approval of Minutes of November 29, 2022

The minutes of the Municipal Election Commission of November 29, 2022, were approved as submitted by general consent.

ITEM 4: Review General Election Timeline

Commissioners, GIS Analyst, and City Clerk discussed the General Election timeline in detail. (See Attachment #4)

Commissioner Vaughn stated he has a conflict with the February 22, 2023 meeting date.

Commissioners discussed and agreed upon the next meeting date to be January 31, 2023.

ITEM 5: Review Ordinance to Partner with the Aiken County Board of Registration and Elections to Conduct a Portion of the 2023 City of North Augusta Municipal General Election - Ordinance No. 2022-20

Commissioners reviewed the adopted Ordinance to Partner with the Aiken County Board of Registration and Elections to Conduct a Portion of the 2023 City of North Augusta Municipal General Election, Ordinance No. 2022-20. (See Attachment #5)

ITEM 6: Finalize General Election Public Notice

City Clerk Paul explained that polling location Our Lady of Peace Annex is unable to be a polling location for North Augusta precinct #54. She asked for assistance on nearby locations that could be a potential polling location. She added that a potential early voting location may be considered in the city, however, there is an additional cost and the city would need to confirm a location. She clarified that early voting will take place at Aiken County Registration & Elections Commission in Aiken and the Edgefield County Registration & Elections Commission in Edgefield for North Augusta residents that are within the city limits in Edgefield County

Discussion ensued relating to polling location options and early voting timeframes.

Clerk Paul recommended to the Commission that item #6 be tabled in order to confirm a polling place and if early voting in the city is possible.

It was moved by Commissioner Vaughn, seconded by Chairman Watson, to table the finalization of the General Election Public Notice to the next meeting on January 31, 2023. Unanimously Approved.

ITEM 7: Next Steps

GIS Analyst Kevin Whaley briefly updated the commission on the tabulating process on election night. He clarified he would need the candidates names and precincts to setup the system. Clerk Paul clarified that she is still waiting to hear from the Democratic party on their certification of candidates.

Commissioners and staff discussed precinct signs and signage at polling locations.

ITEM 8: Adjournment

There being no further business, the commission adjourned the meeting at 2:48 p.m.

Approved this 31st day of
January, 2023.

Respectfully submitted,

Jamie Paul, City Clerk

TIMELINE - GENERAL ELECTION - APRIL 25, 2023

(Last Tuesday in April)

- 90 Days January 25, 2023, Wednesday
- 75 Days February 9, 2023, Thursday
- 60 Days February 24, 2023, Friday

DATE	ACTION
Mon., Oct. 3, 2022	Ordinance establishing Election dates, 1st reading
Mon., Oct. 17, 2022	Ordinance establishing Election dates, 2nd reading
Tues., Oct. 24, 2022	Mail copy of Ordinance to Republican Party and Democratic Party- the next day after meeting
Tues., Nov. 29, 2022	MEC Meeting - Oath of Office for new Commissioners; Partner w/ Aiken Co. for a portion of Election
Wed., Nov. 30, 2022	Send Notice of Election Dates to NA STAR to publish the next WED - see next line for 2025 DATES
Wed., Dec. 11, 2022	Publish the Notice of Election Dates the following week after Council Meeting (NA STAR); put on website
Mon., Dec. 12, 2022	Entry into Party Primaries/Conventions
Mon., Dec. 19, 2022	Close of entry into Party Primaries/Conventions (1 week for filing) (at least 45 days prior to Primary to allow for overseas military absentee ballots)
Wed., Jan. 18, 2023	MEC Meeting-Election Timeline; Finalize Election Public Notice
Tues., Feb. 7, 2023	Primary Election Date (Tuesday date)
Tues., Feb. 7, 2023	Party Convention deadline
Wed., Feb. 1, 2023	Send Notice to NA STAR to publish the next WED
Wed., Feb. 8, 2023	Publish 1st Election Notice - (NA STAR); Post on website
Wed., Feb. 8, 2023	Deadline for Nominating Petition to MEC - Noon (75 days or more before Election)
Tues., Feb. 21, 2023	Primary Election Run-Off ; if needed (2 weeks after Primacy/ 3 days before MEC Certification)
Wed., Feb. 15, 2023	Send Notice to NA STAR to publish the next WED
Wed., Feb. 22, 2023	Publish 2nd Election Notice-2 weeks after 1st (NA STAR); Post on website.
Wed., Feb. 22, 2023	MEC Meeting - Review Candidates/Sign Letter to Council
Fri., Feb. 24, 2023	Deadline for Party Certification to MEC - Noon (no later than 60 days prior to Election)
Mon., Feb. 27, 2023	Deadline for MEC Certification to Council (Letter signed by MEC) - <i>will deliver to City Clerk prior to Friday, 2/24</i>
Wed., Apr. 5, 2023	Absolute date for candidates to file Campaign Disclosure form pre-election (20 days prior to Election) or State will disqualify candidates. (This is the candidates' responsibility.)
Wed., Apr. 5, 2023	Send Notice to NA STAR to publish the next WED
Wed., Apr. 12, 2023	MEC Meeting-Review Election App with K. Whaley; Distribute Precinct Signs
Wed., Apr. 12, 2023	Publish 3rd Election Notice - week prior to Election (NA Star); Post on website. ALSO - Contact Judge Murphy about swearing in candidates on May 1, 2023
M-Th, Apr. 17-20, 2023	In-Person Absentee Voting; 9:00 am-4:00 pm; NA Community Center (Aiken Co Board of Reg. & Elections)
Mon., Apr. 24, 2023	Post Precinct Signs; Post Election App on Social Media; "Deliver "Public Safety Pick-up Cards" to PS
Tues., Apr. 25, 2023	General Election (with a run-off, if necessary, on May 9, 2023)
Thurs., Apr. 27, 2023	MEC Hearing on contested ballots (11:00 am)
Fri., Apr. 28, 2023	Official Results delivered to City Clerk (Letter signed by MEC)
Mon., May 1, 2023	Certification of Official Results at City Council Meeting; Council Acceptance by Motion; Swearing in of Candidates; Elect Mayor Pro Tempore (when applicable)
Mon., May 1, 2023	Email "Successful Candidates" form to State Ethics Commission (no later than 5 days after election)

ORDINANCE NO. 2022-20
AN ORDINANCE TO PARTNER WITH THE AIKEN COUNTY BOARD OF
REGISTRATION AND ELECTIONS TO CONDUCT A PORTION OF THE
2023 CITY OF NORTH AUGUSTA MUNICIPAL GENERAL ELECTION

WHEREAS, in accordance with the Laws of South Carolina, and Ordinance No. 2022-16 adopted October 17, 2022, the City of North Augusta will hold an election on April 25, 2023 to elect three City Council Members; and

WHEREAS, the City desires to partner with the Aiken County Board of Registration and Elections to conduct a portion of the election; and

NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, IN MEETING DULY ASSEMBLED AND BY THE AUTHORITY THEREOF, THAT:

- I. The City Administrator is authorized to enter into an agreement with the Aiken County Board of Registration and Elections. Under the terms of the agreement, the Aiken County Board of Registration and Elections will provide:
 - a. Staffing of polling locations on Election Day, Tuesday, April 25, 2023
 - b. Delivery, set-up, maintenance, and removal of voting machines
 - c. Absentee and provisional ballots; seals, forms, and supplies
 - d. Poll workers and support staff
- II. The Aiken County Board of Registration and Elections has estimated the election costs and expenses to be \$9424.69, see Exhibit A.
- III. The Council approves payment of this amount from the City Council Professional Services account.
- IV. This Ordinance shall become effective immediately upon its adoption on second reading.

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS 19th DAY OF DECEMBER, 2022.

First Reading 12/5/22

Second Reading 12/19/22



Briton S. Williams, Mayor

ATTEST:


Jamie Paul, City Clerk

EXHIBIT A
City Of North Augusta General Election April 25, 2023

Estimated Cost	Cost	Quantity	Total
8 Polling Locations			
Absentee Ballot Mail Out	\$1.75	42	73.50
Emergency /Provisional/Failsafe	30	760	228.00
Test Ballots	40	40	16.00
Tax		19.52	
		337.02	337.02
Pull Tite Seals	0.1995	150	29.93
Tamper evident labels	0.3495	50	17.47
Subtotal		47.40	47.4
1 Polling Location Technician	\$150.00	1	150.00
Mileage for Polling Location Technician	0.625	50	31.25
Mileage for 1 Commissioner	0.625	50	31.25
Clerks Election Day	75	8	600.00
Clerk Drop Pickup and Dropoff Equipment	60	8	480.00
Election Day Poll Workers	75	40	3,000.00
Election Day Training Poll Clerks and Workers	60	48	2,880.00
Subtotal		7,172.50	7,172.5
Election Day Base	6:30 AM until 8:00pm		
Excutive Director	\$33.19	13hr	431.47
Assistant Director	\$25.05	13hr	325.65
Election Tech	\$15.50	13hr	201.50
Clerk III	\$16.56	13hr	215.28
		1,173.90	1,173.90
26" Uhaul rental/delivery , pickup mileage and fees, tax		278.29	278.29
2 Drivers Dropoff Tuesday Pickup Wednesday	\$100	4	400.00
2 Loaders	\$100.00	4	400.00
Subtotal		800	800
Total			\$ 9,424.69