

# North Augusta



*South Carolina's Riverfront*

## **MUNICIPAL ELECTION COMMISSION**

### **MINUTES OF MARCH 14, 2023**

*Alphia Dunbar, Commissioner  
Carleton Vaughn, Commissioner  
Ben Watson, Commissioner*

### ***ORDER OF BUSINESS***

The Municipal Election Commission meeting of March 14, 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 Alphia Dunbar, Carleton Vaughn, and Ben Watson. Also, in attendance was Kevin Whaley, GIS Analyst, and Jamie Paul, City Clerk.

#### **ITEM 3: Approval of Minutes of January 31, 2023**

The minutes of the Municipal Election Commission of January 31, 2023, were approved as submitted by general consent.

#### **ITEM 4: Update of Tabulating Votes on Election Night – by Kevin Whaley, GIS Analyst**

GIS Analyst Kevin Whaley reviewed the changes to the tabulating process on election night with all applicable candidates and precincts.

**ITEM 5: Review General Election Timeline**

Commissioners, GIS Analyst, and City Clerk discussed the General Election timeline in detail. (See Attachment #5)

**ITEM 6: Review Precinct Signs**

Clerk Paul provided an example of the precinct signs to be placed outside the polling locations which indicates what precincts vote at the location. Commissioners discussed how to post and it was the general consensus that the signs be printed on a bright color, laminated, and placed on a board. Clerk Paul stated she will provide precinct signs at the next meeting for distribution.

**ITEM 7: Next Steps**

Commissioners, GIS Analyst, and City Clerk discussed election night process, confirmed that both Aiken and Edgefield County will provide pictures of the early voting tapes so we can include them in the unofficial totals during tabulation.

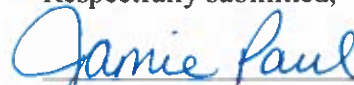
**ITEM 8: Next Meeting Date**

Commissioners confirmed to meet on April 12, 2023 at 2:00 p.m.

**ITEM 9: Adjournment**

There being no further business, the commission adjourned the meeting at 2:33 p.m.

Approved this 12<sup>th</sup> day of  
April, 2023.

Respectfully submitted,  
  
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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- <b>the next day after meeting</b>
Tues., Nov. 29, 2022	<b>MEC Meeting</b> - 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 - <b>see next line for 2025 DATES</b>
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)
<b>Wed., Jan. 18, 2023</b>	<b>MEC Meeting-Election Timeline; Finalize Election Public Notice</b>
<b>Wed., Jan. 31, 2023</b>	<b>MEC Meeting-Election Timeline; Finalize Election Public Notice; Review Election App with K. Whaley</b>
Tues., Feb. 7, 2023	<b>Primary Election Date (Tuesday date)</b>
Tues., Feb. 7, 2023	Party Convention deadline
<b>Wed., Feb. 1, 2023</b>	<b>Send Notice to NA STAR to publish the next WED</b>
<b>Wed., Feb. 8, 2023</b>	<b>Publish 1st Election Notice - (NA STAR); Post on website</b>
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 Primary/ 3 days before MEC Certification)
<b>Wed., Feb. 15, 2023</b>	<b>Send Notice to NA STAR to publish the next WED</b>
<b>Wed., Feb. 22, 2023</b>	<b>Publish 2nd Election Notice -2 weeks after 1st (NA STAR); Post on website</b>
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>
Tues., Mar. 14, 2023	<b>MEC Meeting-Election Timeline; Finalize Election Public Notice; Review Election App with K. Whaley</b>
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.)
<b>Wed., Apr. 5, 2023</b>	<b>Send Notice to NA STAR to publish the next WED</b>
<b>M-Fri, Apr. 10-21, 2023</b>	<b>Early Voting ; 8:30 am-5:00 pm; Aiken &amp; Edgefield County Municipal Buildings</b>
<b>Wed., Apr. 12, 2023</b>	<b>MEC Meeting-Distribute Precinct Signs</b>
<b>Wed., Apr. 12, 2023</b>	<b>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</b>
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	<b>General Election (with a run-off, if necessary, on May 9, 2023)</b>
<b>Thurs., Apr. 27, 2023</b>	<b>MEC Hearing on contested ballots (11:00 am)</b>
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)