

# SPENCER COUNTY FISCAL COURT

Thursday, April 23, 2020  
5:00pm

**In response to the public health emergency caused by COVID-19 and the current state of emergency, Spencer County Fiscal Court is utilizing the provisions of the newly enacted Senate Bill 150 and hereby gives this notice that the above special meeting will be conducted by live video teleconference.**

**Specific information on how members of the public or media organizations can access this meeting are available at the end of this agenda.**

## **SPECIAL MEETING AGENDA Pursuant to KRS 61.800-61.850**

- A. Call to Order by the County Judge Executive
- B. Roll Call by the County Clerk
- C. New Business
  - 1. Updates and planning for primary election, rescheduled to June
- D. Adjournment

**View the Fiscal Court meeting via smartphone or computer access through Zoom:  
(\*\*Please visit the online Zoom help center to verify system requirements prior to the meeting\*\*)**

Spencer County Fiscal Court Special Meeting - 04/23/2020 5PM  
<https://zoom.us/j/94557026835?pwd=M2VoWUs0b0l0cC9scDdhK3VsVTVnZz09>

Meeting ID: 945 5702 6835  
Password: 783160

Dial in:  
+1 929 205 6099  
Meeting ID: 945 5702 6835  
Password: 783160  
Find your local number: <https://zoom.us/u/aerRrwYzmf>

SPENCER COUNTY FISCAL COURT  
THURSDAY, APRIL 23, 2020  
5:00 PM

To the public health emergency caused by COVID-19 and the current state of emergency, Spencer County Fiscal Court is utilizing the provisions of the newly enacted Senate bill 150 and hereby gives this notice that the above special meeting will be conducted by live video teleconference.

MINUTES

**A. Call to order**

The meeting was called to order by County Judge Executive, John Riley

**B. Roll call**

Roll call by Spencer County Clerk, Lynn Hesselbrock- all present

**C. New business**

1. Updates and planning for primary election, rescheduled to June 23, 2020

Discussion ensued with the Clerk giving the Court an update of the current situation regarding the election. Because of the COVID-19 pandemic, the State Board of Elections, the Governor and the Secretary of State were attempting to come to terms of how the 2020 primary election would be conducted. The initial information that the Clerk had received from the Executive Director of the State Board of Elections, Jared Dearing, was that the elections would be by mail-in absentee voting primarily, with a very limited number of in-person voting for citizens who were disabled or handicapped. The Clerk had begun preparations to conduct this election via mail-in ballots and was seeking approval for various items she felt necessary to accomplish this.

All time and space requirements were based on the assumption of needing to mail out approximately 3500 ballots, which was approximately the number of ballots cast in the 2016 presidential primary election. Based on time calculations needed to process each ballot, it was determined it would take six people approximately three to four weeks to process all outgoing ballots, and approximately the same number of staff and hours to process the incoming ballots. There was not enough space in the Clerk's office to accommodate this number of people while maintaining the social distancing guidelines. Office space was available in the Chamber building that would accommodate the six individuals who would process the ballots, and the Clerk had spoken with Kate Cotter who was handling Chamber rentals. The space was available for a 2-month rental at \$200.00 per month. The Clerk was seeking approval to rent the space on behalf of the Spencer County Board of Elections.

- Motion made by Esq. Beaverson, seconded by Esq. M. Moody, with all members of the Court present voting "aye" by roll call vote, it is hereby ordered to authorize the Clerk to rent office space in the Chamber building on behalf of the Spencer County Board of Elections for 2 months for \$200.00 per month.

Discussion ensued regarding the need for phones so that the processing board could contact the State Board of Elections if questions arose regarding voter information or the portal that voters would submit ballot requests. The cost of the phones was unknown at this time. Prepaid phones appeared to be the most cost-effective. Discussion ensued with Esq. Beaverson saying that he would look into obtaining the phones. Esq. Travis asked how long the phones would be needed and the Clerk replied that all of her calculations were based on needing staff and equipment for 6 to 8 weeks. Esq. Brewer asked if the ballot processing board could use their own cellphones. It was decided it was best for the County to provide the phones.

- Motion made by Esq. Travis, seconded by Esq. Brewer, with all members of the Court present voting "aye" by roll call vote, it is hereby ordered to obtain up to 6 prepaid cellphones for 6 to 8 weeks for the use of the ballot processing board.

Internet access was discussed with the Clerk indicating that she had spoken with Debra Lawson from the Library and she had authorized the use of one "hotspot" to be used for internet connectivity. One "hotspot" would accommodate up to 5 users, so one more "hotspot" would be needed for the proposed 6-person ballot processing board. The Clerk will get with Debra Lawson to try to secure a second "hotspot".

Computers for the ballot processing board would be needed. Discussion ensued with the Judge recommending the possibility of a lease with CSI, who is the County's computer vendor. Esq. Beaverson mentioned the possibility of the school lending 6 computers for the use by the ballot processing board. Esq. Travis offered the use of a laptop computer that he had. Discussion ensued regarding the purchase of computers from Walmart and that computers may be in short supply. It was determined that Esq. Beaverson would see if the school could supply 6 computers to use for 2 months that could be used by the ballot processing board. Using CSI would be a backup plan. The computers would need to be able to access the State voter registration system for the verification of the voter's eligibility to obtain a ballot. Also, the ballots would be tracked in the voter registration system to determine who was sent a ballot and when and if the ballot was returned.

- Motion made by Judge Riley, seconded by Esq. Brewer, with all members of the Court present voting "aye" by roll call vote, it is hereby ordered to authorize up to an additional \$5,000.00 to be added to the Clerk's postage meter for election postage if needed. This is to be transferred from the "election expense" line item.

Discussion ensued regarding the hiring and training of the ballot processing board. They would need to be of equal party parity, and agree to work from 6 to 8 weeks fulltime. The Clerk had submitted a tentative list of candidates that the Spencer County Board of Elections would use to appoint the ballot processing board members from. This would be the largest expense of the election as traditional precinct workers would not likely be utilized in this election. Esq. Travis remarked that it might be necessary to also hire 2 additional people as alternates in the event someone get sick or was unable to work.

- Motion made by Esq. Travis, seconded by Esq. Beaverson, with all members of the Court present voting "aye" by roll call; vote, it is hereby ordered to authorize the Spencer County Board of Elections to hire and train 6 people and 2 alternates as temporary fulltime employees to serve as the ballot processing board for the 2020 primary election at a rate of \$14.00 per hour.

Discussion ensued regarding technical assistance that would be needed to connect to the state voter registration system to process that ballots. A proposed drop-off box to receive incoming ballots might also need to be installed and would require the assistance of the maintenance department. Assistance moving equipment for the ballot processing board might be needed. These items did not need the approval of Fiscal Court.

- Motion made by Esq. Brewer, seconded by Esq. Travis, with all members of the Court present voting "aye" by voice vote, it is hereby ordered adjourn this meeting at 5:55 pm.

  
\_\_\_\_\_  
Spencer County Judge Executive, John Riley

5-4-20  
Date

  
\_\_\_\_\_  
Attest: Spencer County Clerk, Lynn Hesselbrock

5-6-2020  
Date