



ADMINISTRATIVE SERVICES COMMITTEE – BOARD OF ELECTIONS

Tuesday, February 4, 2025

10:30 a.m.

MINUTES

ATTENDEES

Legislators Jake Brown, Ron Ciotoli, Tracy Monell, and Bill Standinger.

Commissioners Kelly Johnson and James Wahls.

Guests: Legislative Chair Martha Sauerbrey, County Administrator Jackson Bailey, Legislative Clerk Cathy Haskell, County Attorney Peter DeWind, Jo Ellen Rose.

APPROVAL OF MINUTES

Motion by Legislator Ciotoli. Seconded by Legislator Monell. All in favor. Carried.

FINANCIAL

YTD Budget Report was presented.

Grants update – State grants for 2024 General Election, Electronic Poll Book, and Ballot by Mail all approved by OGS. Claims were submitted to NYSBOE for eligible 2024 expenses.

OLD BUSINESS

See January Minutes.

County and Town certificates of offices up in 2025 have all been submitted to the Board. Once state offices are certified by NYSBOE, the Board can certify the full list of offices up in Tioga County.

There is no new information on the status of the Even Year Election Law. It remains repealed by the lower court ruling and is in the appeals process. No timeframe given for resolution, as court dates are not established.

There is no new information regarding the NYS Train the Trainer program for election inspector training. The State is working with a contractor to build the curriculum.

Election Cleanup from the 2024 General Election is complete.

New laptops were ordered for electronic poll books, per January resolution.

NEW BUSINESS

Candidates for office may carry designating petitions from February 25th through April 3rd. Filing dates for designating petitions are March 31st – April 3rd.

The Board of Elections Annual Meeting was held January 27th. This is a state-mandated meeting where the commissioners of elections must organize as a Board and elect one of their number as President and one as Secretary. In Tioga County, the commissioners prefer to alternate such positions each year and this year Kelly Johnson is President and James Wahls is Secretary.

The Board has completed the biannual purge of Inactive voters. Pursuant to the National Voter Registration Act (NVRA), voter registrations that have been in Inactive status for two consecutive federal general elections must be purged to help maintain accurate voter rolls. This year the Board had to purge 1,020 inactive registrations. For clarification, the commissioners explained that voter registrations can only become "Inactive" due to notification from the USPS that the voter has moved or is otherwise unable to deliver mail to a voter's registration address, and there is no known forwarding address. We do not place a voter's registration into Inactive status simply for not voting.

NCOA list maintenance activities are coming up. Every year in February, county boards of elections are provided with National Change of Address (NCOA) data from the USPS, and must update voter records when applicable using such data. We begin this process in February and generally complete it by March.

PERSONNEL

Election Clerk PT is vacant.

RESOLUTIONS / PROCLAMATIONS

A resolution to "Renew Software License and Annual Support with Clear Ballot for Five Years" was presented. The committee had no questions or issues with the resolution.

EXECUTIVE SESSION

An executive session commenced at 11:02 a.m. to discuss a security matter. Executive session adjourned at 11:22 a.m.

Meeting adjourned.