

**CITY OF GROSSE POINTE WOODS**  
**Electronic Election Commission Meeting Agenda**  
**Wednesday, August 26, 2020**  
**10:00 a.m.**

**The Election Commission will be conducting a meeting of the Grosse Pointe Woods Planning Commission by video (Zoom) and telephone conference in accordance with the City of Grosse Pointe Woods City Council resolution adopted May 4, 2020. This notice is being provided to ensure that those wishing to participate in the meeting have an opportunity to do so. Additional instructions are listed below.**

Join Zoom Meeting

<https://zoom.us/j/92481805044?pwd=U05TenVoUE9XNWlvMDNhTDZlYVlaZz09>

Meeting ID: 924 8180 5044

Passcode: 782591

Join by phone:

Dial by your location

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 924 8180 5044

Passcode: 782591

**FACILITATOR’S STATEMENT**

1. CALL TO ORDER
2. ROLL CALL
3. ACCEPTANCE OF AGENDA

4.	MINUTES	A.	Election Commission 08/12/20
5.	POLLING LOCATIONS	A.	Memo 08/20/20 – City Clerk

6. NEW BUSINESS/PUBLIC COMMENT

7. ADJOURNMENT

**Lisa Kay Hathaway, MiPMC/MMC**  
**City Clerk/Chair**  
**313 343-2440**

**IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)**  
**POSTED AND COPIES GIVEN TO NEWSPAPERS**

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services to individuals with disabilities. Closed captioning and audio will be provided for all electronic meetings. All additional requests must be made in advance of a meeting.

### Instructions for meeting participation

1. To join through Zoom: The meeting may be joined by clicking on the link provided on the agenda at the start time posted on the agenda, enter the meeting identification number, and password. Zoom may provide a couple of additional instructions for first time use. As an alternative to using the link, accessibility to the meeting may be obtained by using the browser at join.zoom.us. If having trouble logging in, try a different browser e.g. Chrome.

Join Zoom Meeting

<https://zoom.us/j/92481805044?pwd=U05TenVoUE9XNWhvMDNhTDZLYVlaZz09>

Meeting ID: 924 8180 5044

Passcode: 782591

2. Join by telephone: Dial the toll-free conferencing number provided and enter the meeting identification number, and password. Dial \*9 to be heard under Public Comment.

Dial by your location

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 924 8180 5044

Passcode: 782591

In an effort to alleviate feedback and disruption of the meeting, choose one of the media options, either phone or Zoom, not both.

Meeting notices are posted on the City of Grosse Pointe Woods website home page at [www.gpwmi.us](http://www.gpwmi.us) and the on-line calendar, both containing a link to the agenda. The agenda contains all pertinent information including business to be conducted at the meeting, a hyperlink to participate using Zoom, and call-in telephone number with necessary meeting identification, and a password. Agendas will also be posted on six (6) City bulletin boards along Mack Avenue.

The following are procedures by which persons may contact members of the public body to provide input or ask questions:

1. To assist with meeting flow and organization, all public comment will be taken at the end of the meeting unless it is moved to a different location on the agenda upon a consensus of the Planning Commission;
2. The phone-in audience, when making public comment please state your name (optional) when called upon;
3. Audience participants will be muted upon entry and will have a chance to speak during the public comment portion of the meeting at the end of the agenda, at which time the microphones will be unmuted.
4. Those joining by Zoom will also be muted and may use the virtual raised “hand” to request to be heard under Public Comment.
5. Those joining by telephone need to dial in using the phone number provided on the agenda. When prompted, enter the meeting number and the password also located on the agenda. Dial \*9 to be heard under Public Comment.
6. The published agenda invites participants from the community to provide written questions, comments, and concerns in advance of the meeting to any Commission

Member or the Building Official regarding relevant City business and may be read under Public Comment. Emails may be sent to:

Lisa Hathaway, Chair	<a href="mailto:lhathaway@gpwmj.us">lhathaway@gpwmj.us</a>	313 343-2440
Kenneth Gafa, Member	<a href="mailto:kgafa@comcast.net">kgafa@comcast.net</a>	313 417-0284
Chip Berschback, Member	<a href="mailto:blbwlaw@yahoo.com">blbwlaw@yahoo.com</a>	586 777-0400

You may contact Lisa Kay Hathaway, City Clerk, at [lhathaway@gpwmj.us](mailto:lhathaway@gpwmj.us) should you have any questions prior to the meeting starting.

**NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST**

MINUTES OF THE ELECTION COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS  
HELD BY ZOOM ON TUESDAY, AUGUST 12, 2020.

The Chair called the meeting to order at 11:00 a.m.

Roll Call: Chair/City Clerk Lisa Hathaway  
Council Representative Kenn Gafa  
City Attorney Chip Berschback

Absent: None

Also Present: Deputy City Clerk Paul Antolin

The Facilitator's Statement was not read as there were no Guests present.

Motion by Berschback, seconded by Gafa, that all items on the agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes: Berschback, Gafa, Hathaway  
No: None  
Absent: None

Discussion ensued regarding Absent Voter Counting Boards for the November Presidential Election. The Chair provided an overview and discussed increasing the number of Absent Voter Counting Boards from two to three. She stated the cost of adding an additional Counting Board is \$1,607.00, and funds are available in the City Clerk's Election Budget.

Motion by Berschback, seconded by Gafa, regarding adding a third Absent Voter Counting Board, that the Election Commission create a third Absent Voter Counting Board for purposes of the November 2020 Election.

Motion carried by the following vote:

Yes: Berschback, Gafa, Hathaway  
No: None  
Absent: None

Nobody wished to be heard under New Business.

Nobody wished to be heard under Public Comment.

Motion by Berschback, seconded by Gafa, that the meeting be adjourned at 11:13 a.m. PASSED UNANIMOUSLY.


Respectfully submitted,

Lisa Kay Hathaway  
Chair/City Clerk

# CITY OF GROSSE POINTE WOODS

## Office of the City Clerk

### Memorandum

**DATE:** August 20, 2020  
**TO:** Election Commission  
**FROM:** Lisa Hathaway, City Clerk   
**SUBJECT:** Polling Locations

In recent communications with Gary Neihaus, Superintendent of the Grosse Pointe Public Schools, he has agreed to continue providing Mason and Barnes school gyms as polling locations for four of the City's precincts. Due to construction in four of the precinct gyms, Council approved consolidating two precincts into three polling locations at the Community Center, Mason, and Barnes for the August 2020 election.

I recommend making these polling locations and precincts permanent for the following reasons:

1. No complaints were received from voters;
2. It takes less DPW man-hours to set-up and break down the precincts at three locations versus six;
3. It takes less time for Clerk's staff to set-up, and to perform rounds and troubleshoot at the precincts on Election Day by utilizing three locations versus six;
4. Due to the rise in absentee voting and decline in in-person voting, managing voter numbers in two precincts within one polling location is controllable from both health (COVID-19) and election administration perspectives. (Note: As reported by the precincts during the August election, the maximum number of voters in line were two.)

I recommend permanently establishing the city's precincts and polling locations as follows:

- Precinct 1 Mason School – 1640 Vernier Road (Formerly Ferry School)
- Precinct 2 Mason School – 1640 Vernier Road
- Precinct 3 Community Center – 20025 Mack Plaza (Formerly Parcels School)
- Precinct 4 Community Center – 20025 Mack Plaza
- Precinct 5 Barnes School – 20090 Morningside Dr. (Formerly Monteith School)
- Precinct 6 Barnes School – 20090 Morningside Dr.