



Chris Swope Lansing City Clerk

Official Proceedings of the ELECTION COMMISSION MEETING

April 27, 2021

Via Zoom – Meeting ID 517 483 4131

Meeting was called to order by City Clerk Chris Swope at 2:01 p.m.

Members Present:

Chris Swope, City Clerk
Jim Smiertka, City Attorney (remotely from Lansing, MI)
Sharon Frischman, City Assessor (remotely from Meridian Township, MI)

Others Present:

Robin Stites, Office of the City Clerk

Approval of the Agenda:

Moved by City Assessor Frischman to approve the agenda.
Motion carried.

Approval of Minutes:

Moved by City Attorney Smiertka to approve the minutes of the Election Commission Meeting of April 6, 2021.
Motion carried.

Public Comment:

There was no public comment.

Public Test of Equipment

The Election Commission performed the Public Accuracy Test for the May 4, 2021 Election.
Moved by City Assessor Frischman to accept the results of the Public Accuracy Test for the May 4, 2021 Election.
Motion carried.

New Business:

Moved by City Assessor Frischman to approve the resolution of the City Election Commission Delegating Election Duties to the City Clerk or an Authorized Assistant.
Motion Carried.

CITY OF LANSING ELECTION COMMISSION RESOLUTION OF THE CITY ELECTION COMMISSION DELEGATING ELECTION DUTIES TO THE CITY CLERK OR AN AUTHORIZED ASSISTANT

WHEREAS, it is the duty of the City Election Commission to prepare meeting materials for the City

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Election Commission; and

WHEREAS, it is the duty of the City Election Commission to prepare, print, and deliver ballots for use in the city; and

WHEREAS, it is the duty of the City Election Commission to provide candidates and the Secretary of State with proof copies of ballots; and

WHEREAS, it is the duty of the City Election Commission to provide notice to voters in case of precinct changes or consolidations; and

WHEREAS, it is the duty of the City Election Commission to provide election supplies and ballot containers; and

WHEREAS, it is the duty of the City Election Commission to perform preliminary logic and accuracy testing; and

WHEREAS, it is the duty of the City Election Commission to notify major political parties of certified precinct inspector appointments (federal and state elections only); and

WHEREAS, the City Election Commission may delegate these duties to the City Clerk or an authorized assistant; and

THEREFORE, BE IT RESOLVED that the outlined duties of the City Election Commission be delegated to the City Clerk or an authorized assistant.

Adjournment:

The meeting was adjourned at 2:06 p.m.

CHRIS SWOPE, MMC/MiPMC
CITY CLERK