



# Board of County Commissioners Agenda Request

21  
Agenda Item #

**Requested Meeting Date:** January 28, 2020

**Title of Item:** Purchase of election equipment

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Kirk Peysar, County Auditor		<b>Department:</b> Auditor
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  The current election equipment has been utilized since 2002 with the remainder in 2006. With technology and software programming advances the existing equipment needs updating and replacing.  Additional funding was appropriated to the Voting Equipment Grant to offset the cost to purchase combination optical scan counters and assistive voting devices.  As several precincts have moved to mail balloting an application for 17 machines is requested.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Authorize signatures to the grant request		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED xx, 2020

By Commissioner: xx

20200128-0xx

**APPLICATION FOR FUNDING – VOTING EQUIPMENT GRANT**

**WHEREAS**, Minnesota counties are responsible for administering elections, which includes the purchase and maintenance of supplies and election equipment, including accessible voting equipment; and

**WHEREAS**, Minnesota last updated much of its' voting equipment between 2002 and 2006 meaning that the equipment is rapidly approaching the end of its' 10-15 year lifespan; and

**WHEREAS**, it's essential for precincts to have functioning voting equipment so that voters are able to cast their ballot on equipment that is secure, accessible, accurate, and reliable; and

**WHEREAS**, in 2019, an additional \$2 million was appropriated for the Voting Equipment Grant Account to assist counties, cities, towns, and school districts with the purchase of voting equipment; and

**WHEREAS**, to receive funding from the Voting Equipment Grant account, counties must submit an application to the Minnesota Secretary of State before January 31, 2020;

**NOW, THEREFORE, BE IT RESOLVED**, that Aitkin County approves its' application for funding from the Voting Equipment Grant; and

**BE IT FURTHER RESOLVED**, the County certifies that any funds awarded from the Voting Equipment Grant will be used only to purchase assistive voting devices (AVD), an electronic voting system, any individual component of an electronic voting system, or any other equipment or technology approved by the Secretary of State.

Commissioner xx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}  
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 28<sup>th</sup> day of January, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28<sup>th</sup> day of January, 2020

\_\_\_\_\_  
Jessica Seibert  
County Administrator

# 2019 County Application for Voting Equipment Grant

In accordance with the requirements of  
Minnesota Statutes section 206.95

**Minnesota Secretary of State Steve Simon**

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## **Section A. General Instructions**

The Office of the Minnesota Secretary of State (OSS) is currently soliciting applications from jurisdictions for grants to purchase voting equipment.

In 2019, an additional \$2,000,000 was appropriated to the Voting Equipment Grant Account. Grants are available from the Voting Equipment Grant Account to offset the cost to purchase any combination of optical scan counters (OS), assistive voting devices (AVD), or electronic rosters until the appropriation is exhausted. If the grant requests exceed the appropriation available, the secretary of state will prorate the grant amounts to each eligible jurisdiction to match the amount available, with a maximum amount of \$5,000 per precinct. According to Minnesota statute, jurisdictions must agree to provide a local match at least equal to the amount of the grant received that is used for optical scan or assistive voting devices (i.e. at least 50% of total cost), and at least equal to one-fourth the amount of the grant received that is used for electronic rosters (i.e. at least 25% of total cost).

Applications must be received by 4 p.m. January 31, 2020. Funds are expected to be awarded by March 31, 2020 and funds must be used by December 31, 2020. Awarded funds not used must be returned to the Minnesota Office of the Secretary of State by December 31, 2020.

In order to apply for these funds, jurisdictions must answer all questions fully and completely on this application. All county applications must include a resolution from the county board of commissioners approving the application for these funds. All municipality or school district applications must include a resolution from the city council, town board or school district board approving the application for these funds; and must include a letter from the county auditor(s) agreeing to assist the municipality/school district in use of the equipment.

## Section B. Contact Information

<b>Name of Individual Submitting Application:</b>	Kirk Peysar
<b>Jurisdiction: (Political Subdivision)</b>	Aitkin County
<b>Title of Individual Submitting Application:</b>	County Auditor
<b>Address of Individual Submitting Application:</b>	307 2 <sup>nd</sup> Street NW, Aitkin MN 56431
<b>E-Mail of Individual Submitting Application:</b>	kirk.peysar@co.aitkin.mn.us
<b>Phone:</b>	218-927-7354
<b>Fax:</b>	
<b>Federal Tax ID of Jurisdiction:</b>	41-6005749

## Section C. Existing Equipment Information

List the type of equipment currently used in each precinct, the model, the date acquired, the cost, total registered voters as of application date. \*\*See example application.

Precinct	a. OS b. AVD c. E roster	Model	Month/Year Acquired: MM/YYYY	Total Cost:	Registered Voters
AITKIN	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(3)	06/2002 05/2006 08/2018	\$4739 \$5964 \$6230	1140
AITKIN TWP and Unorg 48-27(Blind Lake) (Combined Precinct)	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	571
BALL BLUFF TWP and NE Unorg Township (Combined Precinct)	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	184/27
CLARK TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	80
FARM ISLAND TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	800
FLEMING TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	248
GLEN TWP and KIMBERLY TWP (Combined Precinct)	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	340/133
HAUGEN TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	107
HAZELTON TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	602
HILL CITY and HILL LAKE TWP And NW Unorg P1 (Combined Precinct)	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	325/288/50
JEVNE TWP and Unorg 47-24 (Davidson) (Combined Precinct)	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	201/29
LAKESIDE TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	343
LEE TWP (Central Count)	AVD E roster	AutoMARK KnowInk-Poll Pad(2)	05/2006 08/2018	\$5964 \$4153	33
LOGAN TWP and Palisade (Combined Precinct)	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	138/99
MACVILLE TWP and Unorg 51-27 (Lemay) (Combined Precinct)	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	100/42
MALMO TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	245
MCGREGOR	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	179

MCGREGOR TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	54
NORDLAND TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	741
RICE RIVER TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	83
SALO TWP	OS AVD	M100 AutoMARK	06/2002 05/2006	\$4739 \$5964	56
SHAMROCK TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	794
SPENCER TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	359
TURNER TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	123
WAGNER TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	200
WAUKENABO TWP	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	205
WEALTHWOOD TWP and NW Unorg P2 (Combined Precinct)	OS AVD E roster	M100 AutoMARK KnowInk-Poll Pad(2)	06/2002 05/2006 08/2018	\$4739 \$5964 \$4153	224/94
WHITE PINE TWP and Unorg 45-24 (Jewett) (Combined Precinct/Central Count)	AVD	AutoMARK	05/2006	\$5964	25/26
WILLIAMS TWP	OS AVD	M100 AutoMARK	06/2002 05/2006	\$4739 \$5964	86

## Section D. Proposed Equipment Information

List the type of equipment being acquired for each precinct, whether the voting system will permit individuals with disabilities to cast a secret ballot, the proposed schedule for purchasing and implementation, whether the political subdivision has previously applied for a grant from the Voting Equipment Grant Account (VEGA) and the disposition of that application.

\*\* See Example Application.

Precinct	A. OS Pr B. OS Cent C. AVD D. E roster	Permit Disability to cast secret ballot? Y/N	Proposed purchase Cost	Proposed purchase Date	Proposed Implementation Date	Previously Applied for VEGA grant? Y/N	Grant Disposition Approved or Denied
Aitkin	AVD		\$6,569	02/01/2020	02/15/2020		
Clark Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Farm Island Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Fleming Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Haugen Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Jevne Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Lakeside Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Lee Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Macville Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Malmo Twp	AVD		\$6,569	02/01/2020	02/15/2020		
McGregor Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Nordland Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Shamrock Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Wagner Twp	AVD		\$6,569	02/01/2020	02/15/2020		
White Pine Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Williams Twp	AVD		\$6,569	02/01/2020	02/15/2020		
Mail Ballot Precincts and Absentee Ballots	OS Cent		\$28,406	02/01/2020	02/15/2020		
<b>Total</b>			\$133,510				

## Section E. Funding Information

- A. Total # of Precincts in Jurisdiction: 54  
 B. Maximum grant per precinct \$5,000  
 C. Maximum Jurisdiction Grant (AxB=C) \$270,000  
 D. Jurisdiction's remaining HAVA Funds 0

### OS/AVD

#### OS/AVD Purchase Cost

1. Total Cost of optical scan counters purchase \$ 0  
 2. Total Cost of assistive voting devices purchase \$ \_\_\_\_\_  
 3. Total Cost of combined OS/AVD units purchase \$ 133,510  
 4. Total Cost of OS/AVD Purchase (Lines 1+2+3) \$ 133,510  
 5. Line 4 divided by 2 = \$66755

#### Jurisdiction OS/AVD Funding

The total amount and source of political subdivision's matching funds for optical scan or AVDs:

6. General Funds \$ 66755  
 7. HAVA Funds (county plan) \$ \_\_\_\_\_  
 8. Other sources \$ \_\_\_\_\_  
 9. Total political subdivision funds for optical scan and AVDs \$ 66755  
 (Line 9 must be greater than or equal to Line 5)

#### Requested OS/AVD Grant Funding

10. The total amount of the grant requested for optical scan units: \$ \_\_\_\_\_  
 11. The total amount of the grant requested for assistive voting devices: \$ \_\_\_\_\_  
 12. The total amount of the grant requested for combined OS/AVDs: \$ 66755  
 13. The total amount requested for OS/AVD grant funding (Lines 10+11+12) \$ 66755  
 (Line 4 - Line 9 should = Line 13)

### Electronic Rosters

#### Total Purchase Cost Electronic Rosters

14. Total Cost of electronic rosters purchase \$ \_\_\_\_\_  
 15. Line 14 divided by 4 = \_\_\_\_\_

The total amount and source of political subdivision's matching funds for electronic rosters:

16. General Funds \$ \_\_\_\_\_  
 17. HAVA Funds (county plan) \$ \_\_\_\_\_  
 18. Other sources \$ \_\_\_\_\_  
 19. Total political subdivision funds for electronic rosters \$ \_\_\_\_\_  
 (Line 19 must be greater than or equal to Line 15)

20. The total amount of the grant requested for electronic rosters: \$ \_\_\_\_\_  
 (Line 14 - Line 19 should = Line 20)

#### Total Grant Requested

21. The total amount of the grant requested (Lines 13+20): \$ \_\_\_\_\_  
 (Line 21 must be less than or equal to Line C)

Note: Lines 4+14 also equals Section D proposed purchase cost column total



## Section F. Certification

I certify that Voting Equipment Grant funds will be used only to purchase (1) an electronic voting system, or any individual component of an electronic voting system as provided in section 206.56, subdivision 8; (2) assistive voting technology; or (3) an electronic roster system meeting the technology requirements of section 201.225 subdivision 2. I further certify that the jurisdiction has insufficient resources to purchase the voting system without obtaining a grant from the fund. I further certify that all information provided in this application is true and accurate.

Name of Jurisdiction: \_\_\_\_\_ Aitkin County \_\_\_\_\_

Printed Name of Individual  
Submitting Application: \_\_\_\_\_ Kirk Peysar \_\_\_\_\_

Title of Applicant: \_\_\_\_\_ County Auditor \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please check one:

- For county application, see attached county board resolution approving the application for these funds.
- For municipality or school district application, see attached resolution from the city council, town board or school district board approving the application for these funds; and see attached letter from the county auditor(s) agreeing to assist the municipality/school district in use of the equipment.

Mail the completed application and all accompanying worksheets and documents to:

MN Secretary of State  
Attention: Brad Anderson  
180 State Office Building  
100 Rev. Dr. Martin Luther King Jr. Blvd.  
St. Paul, MN 55155-1299

If necessary, applications may be submitted by fax or email. Please follow with hard copy.

Fax: 651-296-9073  
Bradley.k.anderson@state.mn.us

### **DEADLINES:**

**All grant application submissions must be received by 4:00 p.m. Friday January 31, 2020.**

If you have any questions please call Brad Anderson at 651-556-0642.