

**City of Northville
ELECTION COMMISSION
MEETING MINUTES
September 13, 2011**

A meeting of the Election Commission of the City of Northville, Michigan, was held at the City of Northville Municipal Building, Council Chambers, 215 West Main Street, Northville, Michigan, at 8:07 a.m. at which time and place the following Commission members were present:

Present: Dianne Massa, City Clerk/Chairperson
Robert Marzano, City Attorney
James Allen, Mayor Pro Tem

Absent: None

Also Present: None

Citizen Comments None

Approval of the Agenda

Motion Allen, seconded by Marzano to approve the agenda as presented. **Motion carried unanimously.**

Approval of the Minutes

Motion Marzano, seconded by Allen to approve the August 23, 2011 Election Commission meeting minutes as presented. **Motion carried unanimously.**

New Business

A. Review and Approval of the Ballot Layout for the November 8, 2011 City Election

The City is working with the Oakland County Clerk's Office for the election coding, ballot layout, and printing. The ballots will be printed by Printing Systems in Taylor, Michigan. Printing Systems is certified to print optical scan ballots.

The following was noted:

- Ballot stubs will be numbered consecutively within the precinct. Precinct number appears on the ballot. The security identification at the top of the ballot is exclusive to the precinct. The precinct tabulator will be programmed to reject ballots that do not bear the correct security identification.

- Candidate names in the City Council contest will be listed alphabetically according to surname and rotate in Precinct 2 with the top name moving to the bottom. Each contest allows for write-in votes. The number of write-in lines corresponds to the vote for number for each contest.

A copy of the ballot proof was provided to the Election Commission meeting prior to the meeting. In addition, Oakland County has sent a PDF proof to the State of Michigan/Bureau of Elections for its review and determination that the ballot meets the State of Michigan ballot production standards.

It was also noted that the Northville Public Schools has an operating millage renewal proposal on this ballot. The NPS proposal language, as received from NPS, contained an error. The proposal calls for a 10 year millage renewal. However, the 10-year period noted in the proposal is a 20-year period (2012-2031). Communication from the NPS attorney, received late on September 12th, noted that the year 2031 should actually be 2021. The correction notice was not received in time for the County to correct and provide new proofs for the Election Commission to review.

Motion Marzano, seconded by Allen to approve the November 8, 2011 ballot layout subject to the correction of the millage expiration year from 2031 to 2021. **Motion carried unanimously.**

Discussion None

Motion Marzano, seconded by Allen to adjourn the meeting. **Motion carried unanimously.**

Adjournment: 8:15 a.m.

Respectfully submitted,

Dianne Massa, City Clerk
Chairperson

Approved as submitted: 9/13/11