

**BAY ARENAC
INTERMEDIATE
SCHOOL DISTRICT**

**ELECTION
CONSOLIDATION**

**January 1, 2017-December 31, 2020
Public Hearing held January 20, 2017**

Cynthia A. Luczak, Bay County Clerk
515 Center Avenue, Suite 101
Bay City, MI 48708
(989) 895-4280

FINAL

**SCHOOL ELECTION CONSOLIDATION COORDINATING COMMITTEE
BAY ARENAC INTERMEDIATE SCHOOL DISTRICT**

The Bay-Arenac Intermediate School District is located in Bay County. The school election consolidation committee consists of the Coordinator, Cynthia A. Luczak, Bay County Clerk; the Secretary to the Bay-Arenac Intermediate School District Board of Trustees and the Clerks of all jurisdictions within Bay, Saginaw, Arenac and Gladwin Counties that wholly or partially fall within the Bay-Arenac Intermediate School District. This plan shall be effective from January 1, 2017 through December 31, 2020.

The following is a listing of jurisdictions that wholly or partially fall within the district:

Bay County

| | | |
|----------------------|---|--------------|
| City of Auburn | Pam Reinhardt 113 E. Elm, Auburn, MI 48611 | 989-662-6761 |
| City of Bay City | Tema Lucero 301 Washington, Bay City MI 48708 | 989-894-8168 |
| City of Essexville | Sarah Wilcox 1107 Woodside Avenue Essexville, MI 48732 | 989-893-0772 |
| City of Pinconning | Yvonne Broderick 208 Manitou, PO Box 628 Pinconning, MI 48650 | 989-879-2360 |
| City of Midland | Selina Tisdale 333 W. Ellsworth Street Midland, MI 48640 | 989-837-3304 |
| Bangor Township | Dawn Bublitz 180 State Park Drive Bay City, MI 48706 | 989-684-8041 |
| Beaver Township | Mary McCarry 1850 Garfield, Auburn, MI 48611 | 989-662-7802 |
| Frankenlust Township | Deborah Fisher 2401 Delta Rd., Bay City MI 48706 | 989-686-5300 |
| Fraser Township | Pat Powers 1474 N. Mackinaw Rd. Linwood, MI 48634 | 989-697-3820 |

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|---------------------|---|--------------|
| Garfield Township | Connie Fantozzi 1138 W Erickson Road Linwood MI 48634 | 989-879-2552 |
| Gibson Township | Christine Cousineau 2179 Bentley Road Bentley, MI 48613 | 989-846-4915 |
| Hampton Township | Pamela Wright 801 W Center, PO Box 187 Bay City, MI 48707 | 989-893-7541 |
| Kawkawlin Township | Gregory Petrimoulx 1836 E Parish Road Kawkawlin, MI 48631 | 989-686-8710 |
| Merritt Township | Kathy Parrent 48 E Munger Rd., PO Box 126 Munger MI 48747 | 989-659-2136 |
| Monitor Township | Cindy Kowalski 2483 Midland Rd, Bay City 48706 | 989-684-7203 |
| Mt. Forest Township | Crystal Dodge 1705 W Cody Estey Road Pinconning, MI 48650 | 989-879-7575 |
| Pinconning Township | Beverlene Hribek PO Box 58 Pinconning, MI 48650 | 989-879-4018 |
| Portsmouth Township | Judy Bukowski 1711 W Cass Avenue Road Bay City, MI 48708 | 989-892-7221 |
| Williams Township | Jerry Putt 1080 W. Midland Road Auburn MI 48611 | 989-662-4408 |

ARENAC COUNTY

| | |
|---------------------|--|
| Adams Township | Sally Mrozinski, Clerk 7127 Morley Road Sterling, MI 48659 |
| Arenac Township | Cindy Halamar, Clerk 438 W Huron Omer, MI 48749 |
| AuGres Township | Michael Oxley, Clerk PO Box 783 Augres, MI 48703 |
| Clayton Township | Byron J. Fogarasi, Clerk 5252 Knight Rd. Sterling, MI 48659 |
| Deep River Township | Ann Marie Borushko, Clerk 525 E State, PO Box 440 Sterling, MI 48659 |
| Lincoln Township | Ardith Demo, Clerk 4641 Duprie Standish, MI 48658 |
| Mason Township | Darlene S Janish, Clerk 1199 Black Road Twining, MI 48766 |
| Moffatt Township | Allison Chmielewski, Clerk 1599 Blue Herron Dr. Alger, MI 48610 |
| Sims Township | Judy Mackie, Clerk 4489 E. Huron Rd. Augres, MI 48703 |
| Standish Township | Shara Klenk, Clerk PO Box 472 Standish, MI 48658 |
| Turner Township | Denise Gates, Clerk 110 Park St., PO Box 22 Twining, MI 48766 |
| Whitney Township | Kimberly Anderson, Clerk 1515 N. Huron Road Tawas City, MI 48763 |

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|------------------|---|
| City of AuGres | Lavonne Pritchard, Clerk 124 W Huron PO Box 121 AuGres, MI 48703 |
| City of Standish | Peggy Burtch, Clerk 399 E. Beaver PO Box 726 Standish, MI 48658 |
| City of Omer | Sue Oliver, Clerk 201 E. Center, PO Box 160 Omer, MI 48749 |

Saginaw County

| | |
|---|---|
| Buena Vista Township (part) (Saginaw county) | Barbara Campbell 1160 S. Outer Drive Saginaw MI 48601 |
| Kochville Township (Saginaw county) (part) | Kevin Machata 5851 Mackinaw Rd. Saginaw, MI 48604 |
| Tittabawassee Township (Saginaw county) (part) | Robert D. DuCharme 5585 N River Rd Freeland, MI 48623 |
| Zilwaukee Township (Saginaw county) (part) | Patricia Bradt 7600 Melbourne Rd. Saginaw, MI 48604 |

Gladwin County

| | |
|------------------------------------|--|
| Bentley Township Gladwin County | Jennifer Buczek 4426 Estey Road Rhodes, MI 48652 |
| Bourett Township Gladwin County | Lisa Ball 4430 Pine St. Alger, MI 48610 |
| Grim Township Gladwin County | Linda O'Dell 6541 Bay-Gladwin Line Bentley, MI 48613 |

Election Responsibilities Performed by the County Clerk

- Serve as the district's filing official and accept candidate filings, any ballot proposal language, check petitions for sufficiency, accept candidate withdrawals.
- Transmit copies of petitions to the local clerks for verification and certification of candidates for the ballot to the county clerk.
- Publish one (1) Public Notice "Close of Registration" and "Notice of Election" as per MCL 168.498 (3).
- Arrange for the programming and layout of ballots.
- May enter into mutual agreement for programming services contingent upon jurisdiction of the ballot.
- Arrange for ballot printing and proofing.
- Programming fees of \$100 per precinct shall be assessed for special elections.
- Send proof ballot to school district and candidates.
- Assign coding on the ballots and test the coding.
- Provide election inspector training on a two year cycle in conjunction with election inspector certification required by law.
- Order necessary precinct kits.
- Handle election day issues and "troubleshooting".
- Schedule canvass of election and provide election results to the Board of Canvassers for certification of the election.
- Compile reimbursement requests from local clerks and present to school district.
- Forward any reimbursement disputes to the Secretary of State for resolution.
- Notifies each elected candidate of their election within five (5) days after certification of the election.
- Receives "Acceptance of Office with Oath of Office" of the elected candidates from the School Board Secretary.
- Present to the school board a verified account of actual costs of conducting the school district's regular or special election not later than 84 days after the date of the regular or special election as per law.
- All other duties required of an election coordinator in conducting the school election as prescribed by law.

Election Responsibilities Performed by the Local Clerks

- Receive copies of the petitions for verification and certify candidates for the ballot to the County Clerk.
- Conduct school district's regular and special elections
- Provide voting equipment for the district's elections
- Public notice "Public Accuracy" test
- Perform "Public Accuracy" testing
- Handle the distribution, receipt and processing of absentee ballot applications.
- Handle the issuance of absentee ballots and the return of voted absentee ballots.
- Clerk or designee shall be available on the Saturday prior to the election in order to issue absentee ballots.
- Handle Qualified Voter File (QVF) related responsibilities (production of precinct lists and updating voter history) for jurisdictions with QVF equipment.
- Appoint Election Inspectors. Every attempt will be made to work with three inspectors per precinct. In the event of consolidation of precincts at one location, an additional inspector may be assigned as necessary. Ballot questions may warrant additional inspectors, to be determined.
- The Chairperson of the election inspectors shall be paid at their respective city/township's standard rate per election. Payment shall be made by the local clerks prior to reimbursement from the Bay Arenac Intermediate School District.
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- Arrange for temporary employees as necessary; with payment by the local clerks prior to reimbursement from the Bay Arenac Intermediate School District.
- Set up polling places on election day.
- Handle election day issues and "troubleshooting".
- Deliver election day results/materials to County Clerk.
- Store voted ballots after the election.
- Present to the County Clerk a verified account of actual costs of conducting the school district's regular or special election as soon as possible. Upon receipt of a reimbursement request, the School Board must "pay or disapprove all or a portion of the verified account" within 84 days MCL 168.351. Schools would appreciate submission of the expenses prior to June 30, the end of their fiscal year.
- Work with local School Board to resolve any disapproved cost issues.
- Local clerks hold the ability to establish precinct boundaries by resolution of their local Election Commission.
- All other duties required of a clerk in conducting the school election as prescribed by law.

Election Responsibilities Performed by the Secretary of the Bay Arenac Intermediate School District

- Submit the agenda report to “Call the Election” or “Set the Specifics” of the ballot to include the ballot language and the names of board members for Board approval as done in the past pursuant to Thrun Law Firm, legal counsel.
- Forward ballot language to the election coordinator, if submitting a ballot question on a regular election date, on a date when a city or township within the school district is holding an election by adopting a resolution to that effect, not less than 70 days before the election date, or on a special election date as provided by section 641 (4).
- School Board may be subject to a portion of programming fees associated with the Automark Voter Assist Terminal.
- Work with local school boards, city and township clerks to resolve any “disapproved costs.
- School district shall pay or disapprove all or a portion of the verified account within 84 days after receiving the verified account of actual costs of conducting the election. (Precinct inspectors compensated by local jurisdictions prior to this date.)
- All other duties required of a school district secretary in conducting a school election as prescribed by law.

If a special election is called on a date provided under Section (4), the School District Coordinating Committee shall schedule the special election date. MCL 168.641, MCL 168.312.

This Initial Report/Agreement may be altered in writing upon the consent of the undersigned jurisdictions.

The County Clerk shall file a copy of this Initial Report or subsequent altered Report(s) with the State of Michigan, Bureau of Elections and each Coordinating Committee Member shall sign the Report. MCL 168.305(1)

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Dated 1/30/2017

Cynthia A. Luczak
Cynthia A. Luczak, Bay County Clerk

Dorothy Kadush
Bay Arenac Intermediate School District
Secretary/ Representative

Rick Rockwell
Rick Rockwell, Arenac County Clerk

Dawn Bublitz
Dawn Bublitz, Bangor Township Clerk

Mary McCarry
Mary McCarry, Beaver Township Clerk

Deborah Fisher
Deborah Fisher, Frankenlust Township Clerk

Pat Powers
Pat Powers, Fraser Township Clerk

Connie Fantozzi
Connie Fantozzi, Garfield Township Clerk

Christine Cousineau
Christine Cousineau, Gibson Township Clerk

Pamela Wright
Pamela Wright, Hampton Township Clerk

Gregory Petrimoulx
Gregory Petrimoulx, Kawkawlin Township Clerk

Kathy Parrent
Kathy Parrent, Merritt Township Clerk

Cindy L. Kowalski
Cindy Kowalski, Monitor Township Clerk

Crystal Dodge
Crystal Dodge, Mt. Forest Twp Clerk

Beverlene Hribek
Beverlene Hribek, Pinconning Twp Clerk

Judith F. Bukowski
Judith Bukowski, Portsmouth Township Clerk

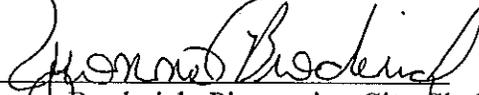
Jerry Putt
Jerry Putt, Williams Township Clerk

Pam Reinhardt
Pam Reinhardt, City of Auburn Clerk

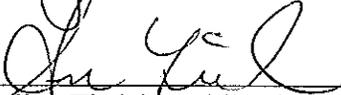
Tema J. Lucerno
Tema J. Lucerno, City of Bay City



Sarah Wilcox, Essexville City Clerk



Yvonne Broderick, Pinconning City Clerk



Selina Tisdale, Midland City Clerk

Dated January _____

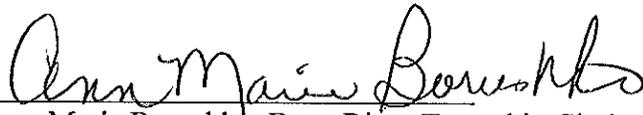
Arenac County

Sally Mrozinski, Adams Township Clerk

Cindy Halamar, Arenac Township Clerk

Michael Oxley, AuGres Township Clerk

Byron J. Fogarasi Clayton Township Clerk



Ann Marie Borushko, Deep River Township Clerk

Ardith Demo, Lincoln Township Clerk

Darlene S. Janish, Mason Township Clerk

Allison Chmielewski, Moffatt Township Clerk

Judy Mackie, Sims Township Clerk



Shara Klenk, Standish Township Clerk

Denise Gates, Turner Twp Clerk

Kimberly Anderson, Whitney Twp Clerk

Lavonne Pritchard, City of AuGres Clerk

Peggy Burtch, City of Standish Clerk

Sue Oliver, City of Omer Clerk

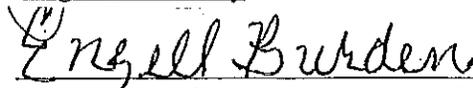
Gladwin County

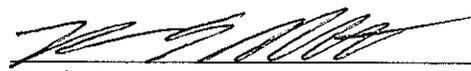
Jennifer Buczek, Bentley Twp. Clerk

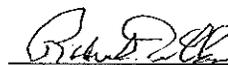
Lisa Ball, Bourett Twp. Clerk

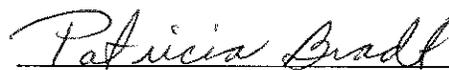

Darlene Showalter, Grim Twp. Clerk
Linda O'Dell

Saginaw County


Barbara Campbell, Buena Vista Twp, Saginaw County
Enzell Burden, Deputy Clerk BV Twp.


Kevin Machata, Kochville Twp, Saginaw County


Robert D. DuCharme, Tittabawassee Twp, Saginaw County


Patricia Bradt, Zilwaukee Twp, Saginaw County

Dated January _____

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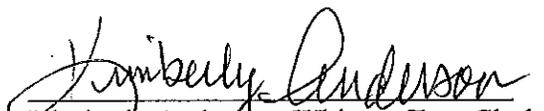
Darlene S. Janish
Darlene S. Janish, _____ Township Clerk

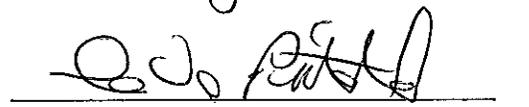
Alison Carmietewski
Alison Carmietewski, Moffatt Township Clerk

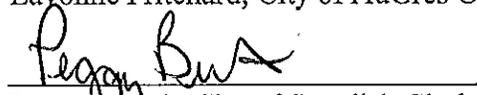
Judy Madjie
Judy Madjie, Sims Township Clerk

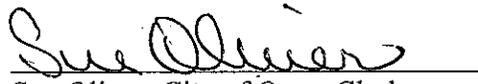
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Shara Klenk, Standish Township Clerk

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Kimberly Anderson, Whitney Twp Clerk

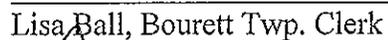

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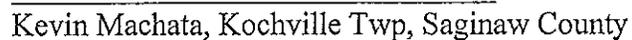

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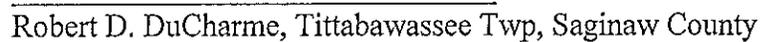

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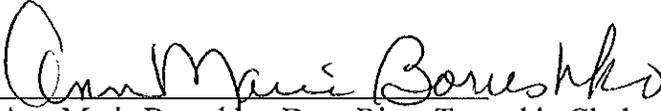
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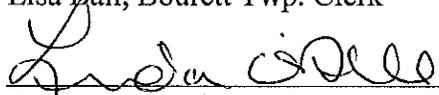
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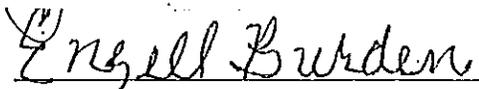
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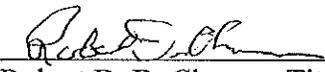
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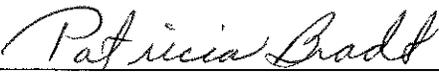

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