

**LINCOLN COUNTY CLERK  
ELECTION EQUIPMENT EVALUATION COMMITTEE**

**Thursday, June 8, 2023, 10:00 AM**

Meeting Location: Room 257 Government Services Center  
801 N. Sales St., Merrill, WI 54452

Electronic Attendance Available: Persons wishing to attend the meeting electronically may enter the meeting prior to the start time indicated above using the following number or address:

Conference Call: 1 302-466-5646

Access Code: 624 230 498#

Meeting ID: <https://meet.google.com/iik-wauv-fop>

**AGENDA**

1. Call Meeting to Order
2. Approval of May 18<sup>th</sup> Minutes
3. Scanner Manufacturing Process and Locations
4. 2022 Lincoln County Quotes
5. Other Wisconsin County's Recent Purchases
6. Evaluation Form for Demonstrations
7. Current Pros and Cons
  - A. ES&S
  - B. Dominion
  - C. Clear Ballot
  - D. Hart
8. Compile list of questions
9. Next Meeting: June 19<sup>th</sup> at 10:00 a.m.
10. Adjourn

**DISTRIBUTION:**

Committee Members – Municipal Clerks and/or Town Designees  
County Board Supervisors, Samantha Fenske

Posted on \_\_\_\_\_ At: \_\_\_\_\_ a.m./p.m. By: \_\_\_\_\_

There may be a quorum of Lincoln County committees present at this meeting. No other county business will be discussed and no formal actions will be taken at these meetings.

Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. You may contact the County Clerk at 715.539.1019. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

**Meeting Minutes of  
LINCOLN COUNTY CLERK  
ELECTION EQUIPMENT EVALUATION COMMITTEE  
Thursday, May 18, 2023, 10:00 AM  
Meeting Location: Room 257 Government Services Center  
801 N. Sales St., Merrill, WI 54452**

Present: Chris Marlowe-County Clerk, Debbie Rauchle-Deputy County Clerk, Heather Hurley-Deputy County Clerk, Jan Bares-Merrill (T), Kathy David-Skanawan, Anita Schulz-Skanawan, Mary Wolfe-Skanawan, Allen Russ-Wilson, Barb Krueger-Wilson, Norbert Ashbeck-City of Merrill, Laura Ament-Harding, Dustin Brown-City of Merrill, Megan Webb-Birch, Charmaine Hamilton-Birch, Kathy Voermans-Harrison, Tammy Marion-Harrison, Amanda Herdt-Pine River, Linda Dorgan-Russell, Brian Weber-Russell, Elizabeth McCrank-City of Merrill, Mary Ann Gretenhardt-Schley, Ann Krueger-Scott, and Margaret Powell-King  
Virtual: Samantha Fenske-County Finance Director, Georgene Linden-King, Kari Kiser-Bradley, Kathy Unertl-City of Merrill, and Naomi Welker-Rock Falls,

1. Call Meeting to Order  
Meeting was called to order by Christopher Marlowe.
2. Introductions
3. Committee Overview and Purpose
  - a) Our current Election Equipment is reaching its end of life. Our federally mandated Americans with Disabilities Act Equipment (ADA); the AutoMark is more than 15 years old and is running on Windows 7 which is no longer supported by Microsoft.
  - b) This committee or team is tasked with evaluating the election equipment that is certified for use by the Wisconsin Elections Commission.
  - c) After our study is complete, we will submit a recommendation to our County and Municipal Boards on which equipment best fits Lincoln County's needs and budget in the event it is determined that we should replace what we are currently using.
  - d) Along with a group purchase comes an understanding of who will pay for what? This deep dive into our election processes gives Lincoln County Governments and residents an opportunity to learn or better understand the costs incurred with our elections and will help us determine how to budget accordingly. This committee will also recommend an updated Memorandum of Understanding (MOU) between our municipalities and the county for how our elections will be funded. This MOU will include voter registration list maintenance services (WisVote).
4. Evaluate our current Equipment and Processes –
  - a. Election System & Software (ES&S)
  - b. AutoMark  
Windows 7 (obsolete)  
Committee discussed compiling a list of pros and cons related to the current equipment/software to bring forth for discussion at the June 1, 2023 meeting.
5. Wisconsin Elections Commission Certified Equipment Vendors – you can view the 2021 & 2022 recorded demonstrations on our website under this meeting notice.
  - a. Election System & Software (ES&S) and ExpressVote
    - Concerns with ExpressVote related to recounts and write-ins.
  - b. Command Central
    - Support Team is prominent in Northern Wisconsin.
    - Maintenance/Service Technician would be available in the County during elections.
    - Ballot Preparations cost
    - How to unjam the machine
  - c. Clear Ballot
    - Ballot Preparations cost (if they do)
    - How to unjam the machine

- d. Hart
- e. Possibly one additional

Previous demonstrations will be posted on the Lincoln County website for viewing.

6. What are our Purchase Options

- A. Municipal ARPA funds – some of the municipalities have already earmarked their funds for other items.
- B. County ARPA funds
- C. Lump Payment or Finance
- D. Accessible Voting Equipment Sub grant

The Wisconsin Elections Commission has approved the allocation of funds for accessible voting equipment sub grant program. Each municipality/jurisdiction may receive up to \$750 under the sub grant, until allocated funds are depleted. Jurisdictions may request reimbursement for the purchase of approved accessible voting equipment or associated accessories. Approved equipment includes ES&S ExpressVote, ES&S ExpressVote Tabulator, Dominion Voting Image Cast Evolution (ICE), Dominion voting – ImageCast X (ICX) BMD, Dominion Voting – ImageCast X (ICX) VVPAT, Clear Ballot ClearAccess 2.0.1.

Concerns regarding the cost of equipment discussed. Municipality ARPA funds may have already been designated for projects. Municipalities would be responsible for the cost of purchasing ADA equipment. The option of purchasing only ADA (ExpressVote) was brought forth with the question of “Are we purchasing new equipment with new technology or new equipment with the same technology?”.

If new equipment (Command Center) is purchased toward the end of the year, refurbished machines will be made available for the first election and will get new machines when available. The capability of transmitting election results via modem discussed, however not all municipalities would have internet/cell phone reception to accommodate this option.

7. Equipment Demonstrations Dates

- A. Command Central – Monday June 19<sup>th</sup> at 1:00
- B. Clear Ballot – Thursday June 22<sup>nd</sup> at 1:00
- C. Election Software and Solutions Thursday June 22<sup>nd</sup> at 3:00

8. Cost of Elections

- A. Identify Expenses
  - Cost break down by machine and company
  - Ask for a 3-5 year contract at around 3% per year increase.
  - Modems?
  - Lease agreements and cost

B. Who pays what per State Statute? County, Municipality, State, School, or Feds

The breakdown of the Cost of Elections per Wis. Stat. § 5.68. Discussed and full details available via the handout provided.

Election fees billed by Lincoln County to the Municipalities (based on 2022 Elections) reviewed.

- Total cost for 2022 is \$59,878.71.
- Total billed to the municipalities \$27,950.81.
- Total cost to the Lincoln County is \$31,927.90.

Election fees absorbed by Lincoln County (not billed to municipalities) for 2022 totaled \$17,893.44 which includes DS200 annual maintenance fee of \$14,014.00. Previous voting equipment was purchased by the County and municipalities have also not been charged a lease fee.

9. Memorandum of Understanding (MOU) with end Users (Municipalities and Towns)

- A. Current MOU
- B. Purchase Agreement

C. Election Expense Responsibilities

10. Committee Timeline for Submitting our Recommendation

A. Committee Equipment Preference

- B. Submit a Cost of Elections Memorandum of Understanding for approval by Towns and County  
The timeline for submitting election equipment recommendations is June 28, 2023. Submission of Cost of Elections Memorandum of Understanding (MOU) for approval by Towns and County is June 27, 2023.

The committee has requested a cost analysis for each equipment option, potential lease agreements, and annual maintenance fees and a cost comparison of the 2023 election fees and potential future election fees (to assist with determining annual budgets) to be available at the next meeting.

11. Next Meeting: June 1<sup>th</sup> at 10:00 a.m.

Judy from Langlade County will be invited to discuss their county's experience using the Dominion voting equipment.

Reminder to all Town Clerks regarding the application deadline of January 31, 2024 regarding the 2023 HAVA Election Security .gov email domain sub grant.

12. Adjourned at 11:30 a.m.

## ELECTION EQUIPMENT QUOTES

### ES &S

**(Does not include current fees associated with DS200)**

		per unit
Discount of Initial Equipment and Software	-6,500.00	-\$250.00
<b>Tabulation Hardware</b>		
Express Vote Universal Voting System (Qty 25)	91,500.00	\$3,660.00
ExpressVote Soft-Sided Case (25)	6,250.00	\$250.00

### Election Services

Implementation Services (Equipment Operations Training)	1,975.00	
Tabulation Equipment Installation	0.00	
1 Year Hardware and Software Warranty	0.00	
Shipping and Handling	975.00	
ExpressVote Annual Maintenance and Support Fees	130.00	
ExpressVote Annual Post Warranty Firmware License and Maintenance Support Fees	75.00	

### COMMAND CENTRAL (DOMINION)

		per unit
Discount of Initial Equipment and Software	-60,000.00	
<b>ImageCast Tabulators</b>		
ImageCast Evolution (ICE) Precinct Tabulator (30)	255,030.00	\$8,501.00
On-Demand Ballot Printer (1)	550.00	
Digital Modem (4)	1,100.00	\$275.00
Acceptance Testing, Installation, Training (30)	24,000.00	\$800.00
Delivery	4,500.00	\$150.00
<b>Democracy Suite Election Management System (EMS)</b>		
Hardware - EMS Client Workstation Kit	1,700.00	
Software - Democracy Suite Light	12,500.00	
Hardware - RTM	1,331.00	
Software - RTM	7,500.00	
EMS Hardware/Software Installation, Testing & Training	1,800.00	
Estimated Delivery	800.00	
Data Service Agreement & Hardware Maintenance Agreement - Modem (4)	700.00	\$175.00

### Ongoing Annual Costs

		per unit
Tabulator Firmware(30)	\$6,840.00	\$228.00
RTR Annual Software License	\$2,500.00	
RTM Annual Software License	\$1,500.00	
Hardware Maintenance Agreement - ICE (30)	\$12,300.00	\$410.00
Data Services Agreement & Hardware Maintenance Agreement - Modem	\$700.00	\$175.00



## Questions for Voting Machine Vendors

1. Machines:
  - a. What is the cost of 25 tabulators?
  - b. What is the cost of 25 ADAs?
  - c. If you have an all in one machine – how do ADA voters use it?
  - d. What type of memory device does your machine use?
  - e. How many memory devices do you need for each machine?
  - f. Can you demonstrate how you unjam your machines?
  - g. What are the dimensions of your machines?
  - h. What is the life expectancy of your machine?
  - i. When is your machine’s hardware expected to be updated?
2. Maintenance:
  - a. What is the annual fee for Hardware Maintenance?
  - b. What is the annual fee for Software Maintenance?
  - c. What is the cost of machine repairs that are not part of the Hardware/Software agreements (i.e. Batteries, machine cases)?
  - d. How many years are your current agreements? Can these be fixed rates over a period of years?
  - e. What is your turn around time for Election Day on-site assistance?
3. Ballot Creation:
  - a. Is your company able to data entry ballot contests/candidates/precincts/referendums?
    - i. What would be the cost if you can?
    - ii. What format would you want the data in (i.e. Word, Excel, etc.)
4. Ballot Printing:
  - a. Do you provide a usable proof (one that can be used to make paper copies if necessary)?
  - b. Do we get to approve of the ballot before we get the State’s approval before printing?
  - c. Can we use a local printer?
  - d. What do you charge per printed ballot?
  - e. Can you use copy paper if a precinct runs out of ballots on Election Day in your machine?
  - f. Do you provide a publication ballot? If so, how much does it cost?
  - g. Do you provide a municipality test deck? If so, how much do they cost?
  - h. What is the capacity of machines for printing ballots if transitioning from pre-printed ballots? (ink cartridge capacity, paper, etc.)
5. Election Results:
  - a. Do you have election night software?
  - b. Can the results be uploaded into the WEC Canvass program?
  - c. Can your results be saved as a pdf for use on our website?
6. Billing
  - a. What fees do you bill municipalities directly for? Do you bill the municipality for the printing of the ballots and maintenance fees?