

**ELECTION COMMISSION
GENOA CHARTER TOWNSHIP
SPECIAL MEETING
DRAFT MINUTES**

**Monday, March 30, 2026
2:00 p.m.**

Call to Order:

The meeting was called to order at: 2:01 p.m. by Chair Soucy.

Roll Call:

The following members were in attendance: Rick Soucy, Jodie Valenti and Candi Hovarter. Also, in attendance were: Supervisor Spicher, Deputy Clerk Przybyla, Clerk's Assistant/Elections Coordinator Domen

Pledge of Allegiance:

The Pledge of Allegiance was led by Chair Soucy.

Call to the Public: (Public comment must be addressed to the Chairperson and will be limited to three (3) minutes per person)

There were no members of the public present.

Regular Agenda:

1. Approval of the Special Meeting Minutes dated May 29, 2025.

Chair Soucy noted there was a typo that needed to be corrected.

It was moved by Member Hovarter, seconded by Valenti and unanimously carried to approve the minutes.

2. Request for adoption of **A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, APPOINTING PERSONS TO SERVE AS ELECTION INSPECTORS AND CHAIRPERSONS, FOR THE 2026 ELECTION CYCLE AND GRANT THE CLERK OR THEIR APPOINTEE TO ADD OR REMOVE INSPECTORS IF NEEDED.**

Chair Soucy provided the report and explained the method of training that will be provided. Members Hovarter and Valenti inquired about inspector information: applications, appointments and authority granted to Clerk and staff.

It was moved by Member Valenti, seconded by Member Hovarter and unanimously carried to adopt of **RESOLUTION NO. 26001: A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, APPOINTING PERSONS TO SERVE AS ELECTION INSPECTORS AND CHAIRPERSONS, FOR THE 2026 ELECTION CYCLE AND GRANT THE CLERK OR THEIR APPOINTEE TO ADD OR REMOVE INSPECTORS IF NEEDED.**

3. Request for adoption of **A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, ESTABLISHING THE RECEIVING BOARD AND AUTHORIZING THE APPOINTMENT OF MEMBERS TO THE BOARD FOR THE 2026 ELECTION CYCLE.**

Chair Soucy provided the report and Deputy Clerk Przybyla explained the duties of the Board.

It was moved by Member Hovarter, seconded by Member Valenti and unanimously carried to adopt **RESOLUTION NO. 26002: A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, ESTABLISHING THE RECEIVING BOARD AND AUTHORIZING THE APPOINTMENT OF MEMBERS TO THE BOARD FOR THE 2026 ELECTION CYCLE.**

4. Request for adoption of **A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, ESTABLISHING THE ABSENTEE VOTER COUNTING BOARD AND AUTHORIZING THE APPOINTMENT OF MEMBERS TO THE BOARD FOR THE 2026 ELECTION CYCLE.**

Chair Soucy provided the report and responded to questions from Member Valenti.

It was moved by Member Valenti, seconded by Member Hovarter and unanimously carried to adopt **RESOLUTION NO. 26003: A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, ESTABLISHING THE ABSENTEE VOTER COUNTING BOARD AND AUTHORIZING THE APPOINTMENT OF MEMBERS TO THE BOARD FOR THE 2026 ELECTION CYCLE.**

5. Request for adoption of **A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, APPROVING THE RECOMMENDATION OF ELECTION WORKERS WAGES TO THE TOWNSHIP BOARD** and confirm meeting stipend for Election Commissioners as set in 2024.

Chair Soucy provided the report. There was discussion regarding the hours worked and the pay for positions in Early Voting and Election Day. Deputy Clerk Przybyla explained the

reimbursements provided by the school district and/or the State for items related to elections.

It was moved by Member Hovarter, seconded by Member Valenti and unanimously carried to adopt **RESOLUTION NO. 26004: A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, APPROVING THE RECOMMENDATION OF ELECTION WORKERS WAGES TO THE TOWNSHIP BOARD** and confirmed the meeting stipend for Election Commissioners as set in 2024.

6. Request for adoption of **A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, DELEGATING CERTAIN ELECTION DUTIES TO THE TOWNSHIP CLERK AND THEIR DESIGNEES FOR THE 2026 ELECTION CYCLE.**

Chair Soucy provided the report.

It was moved by Member Valenti, seconded by Member Hovarter and unanimously carried to adopt **RESOLUTION NO. 26005: A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, DELEGATING CERTAIN ELECTION DUTIES TO THE TOWNSHIP CLERK AND THEIR DESIGNEES FOR THE 2026 ELECTION CYCLE.**

7. Request for adoption of **A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, ADOPTING A CODE OF CONDUCT FOR ELECTION INSPECTORS, CHAIRPERSONS AND ASSISTANTS WORKING ELECTIONS IN OUR JURISDICTION.**

Chair Soucy provided the report.

It was moved by Member Hovarter, seconded by Member Valenti and unanimously carried to adopt **RESOLUTION NO. 26006: A RESOLUTION OF THE ELECTION COMMISSION OF THE CHARTER TOWNSHIP OF GENOA, ADOPTING A CODE OF CONDUCT FOR ELECTION INSPECTORS, CHAIRPERSONS AND ASSISTANTS WORKING ELECTIONS IN OUR JURISDICTION.**

8. Approval of Ballot and Presentation of Preliminary Logic and Accuracy Test results and Conduct the Public Logic and Accuracy Test.

The members reviewed the ballot and conducted the Public Logic and Accuracy test.

Adjournment:

Being no further business, the meeting was adjourned at: 3:09 p.m.