

April 9, 2024

TO THE HONORABLE BOARD OF COMMISSIONERS:

WHEREAS, effective September 26, 2023, the County of Hillsdale entered into an Agreement for Election Services with the townships of Adams, Allen, Amboy, Cambria, Camden, Fayette, Hillsdale, Jefferson, Litchfield, Moscow, Pittsford, Ransom, Reading, Scipio, Wheatland, Woodbridge, and Wright, and the cities of Hillsdale, Jonesville, Litchfield, and Reading; and

WHEREAS, said Agreement for Election Services was approved by the Board of Commissioners by a Resolution dated September 26, 2023; and

WHEREAS, the Township of Somerset was not a party to the Agreement for Election Services as of its initial approval on September 26, 2023; and

WHEREAS, pursuant to MCL 168.720d(4) the Township of Somerset now desires to join as a party to the Agreement for Election Services as a participating municipality, which requires that the County of Hillsdale and all of the current parties to the Agreement for Election Services approve an amendment to the Agreement for Election Services to add the Township of Somerset as a party;

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Hillsdale County Board of Commissioners does hereby approve the amendment of the Agreement for Election Services dated September 26, 2023, to add the Township of Somerset as a participating municipality, said amendment to be in the form attached as an exhibit hereto; and

BE IT FURTHER RESOLVED that the County Clerk is hereby authorized to execute the Amendment to the Agreement for Election Services on behalf of the County of Hillsdale, said authority being contingent upon the approval and execution of the proposed Amendment by all of the current participating municipalities and by the Township of Somerset, as required by the terms of the Agreement and by MCL 168.720d(4); and

BE IT FURTHER RESOLVED that in the event the proposed Amendment is not approved and executed by all of the current participating municipalities and by the Township of Somerset, the County Clerk shall not execute the proposed Amendment and all of the terms of the current Agreement for Election Services shall remain in full force and effect.

Respectfully submitted,

Approved by the Board of Commissioners
on April 9, 2024 by

ROLL CALL VOTE:

YC/INGLES YC/LANIUS YC/WILEY
YC/BENZING YC/LEININGER

VOTE: 5 YES 0 NO



Mark E. Wiley, Chair
Board of Commissioners

AMENDMENT TO AGREEMENT FOR ELECTION SERVICES BETWEEN THE COUNTY OF HILLSDALE AND THE TOWNSHIPS OF ADAMS, ALLEN, AMBOY, CAMBRIA, CAMDEN, FAYETTE, HILLSDALE, JEFFERSON, LITCHFIELD, MOSCOW, PITTSFORD, RANSOM, READING, SCIPIO, WHEATLAND, WOODBRIDGE, AND WRIGHT; AND THE CITIES OF HILLSDALE, JONESVILLE, LITCHFIELD, AND READING TO ADD THE TOWNSHIP OF SOMERSET AS A PARTICIPATING MUNICIPALITY

This Amendment to County Early Voting Site Agreement (the "Amendment") is entered into as of the 12th day of April, 2024, (the "Effective Date"), between the County of Hillsdale, a Michigan municipal entity, of 29 N. Howell Street, Hillsdale, Michigan, 49242, (the "County") and the following Michigan municipal entities located in Hillsdale County, Michigan, (the "Municipalities"):

the Township of Adams, of 5675 Knowles Road, North Adams, Michigan, 49262;
the Township of Allen, of PO Box 6, Allen, Michigan, 49227;
the Township of Amboy, of 14840 Grass Lake Road, Camden, Michigan, 49232;
the Township of Cambria, of 7249 Cambria Road, Hillsdale, Michigan, 49242;
the Township of Camden, of 111 S. Main Street, Camden, Michigan, 49232;
the Township of Fayette, of 211 North Street, Jonesville, Michigan, 49250;
the Township of Hillsdale, of 1469 N. Lake Wilson Road, Hillsdale, Michigan, 49242;
the Township of Jefferson, of 2837 Bird Lake Road, Osseo, Michigan, 49266;
the Township of Litchfield, of 9596 Homer Road, Litchfield, Michigan, 49252;
the Township of Moscow, of 7324 E. Chicago Road, Jonesville, Michigan, 49250;
the Township of Pittsford, of 5015 S. Waldron Road, Hudson, Michigan, 49247;
the Township of Ransom, of 5959 Mill Street, Osseo, Michigan, 49266;
the Township of Reading, of 5355 S. Edon Road, Reading, Michigan, 49274;
the Township of Scipio, of 11180 Concord Road, Jonesville, Michigan, 49250;
the Township of Somerset, of 12715 E. Chicago Road, Somerset Center, Michigan, 49282;
the Township of Wheatland, of 2991 N. Waldron Road, North Adams, Michigan, 49262;
the Township of Woodbridge, of 2250 E. Montgomery Road, Frontier, Michigan, 49239;
the Township of Wright, of 112 E. Center Street, Waldron, Michigan, 49288;
the City of Hillsdale, of 97 N. Broad Street, Hillsdale, Michigan, 49242;
the City of Jonesville, of 265 E. Chicago Street, Jonesville, Michigan, 49250;
the City of Litchfield, of 221 Jonesville Street, Litchfield, Michigan, 49252; and
the City of Reading, of 113 S. Main Street, Reading, Michigan, 49274.

1. BACKGROUND AND PURPOSE. Pursuant to Article II, Section 4(m) of the Michigan Constitution of 1963 and the Michigan Election Law, 1954 Public Act 116, MCL 168.720a *et seq.*, all of the above-referenced municipalities, with the exception of the Township of Somerset, previously entered into a County Early Voting Site Agreement (the "Early Voting Agreement") with the County with an effective date of September 26, 2023. At that time the Township of Somerset declined to participate in the Early Voting Agreement. However, the Township of Somerset has since determined that it desires to join as a participating municipality in the Early Voting Agreement with the County as permitted by MCL 168.720d(4). Therefore, the parties enter into this Amendment for the purpose of amending the Early Voting Agreement dated

September 26, 2023, to add the Township of Somerset as a participating municipality pursuant to MCL 168.720d(4).

2. ADDITION OF THE TOWNSHIP OF SOMERSET. The parties hereby agree that the Township of Somerset is hereby added as a participating municipality to the Early Voting Agreement, and the Township of Somerset hereby agrees to be bound by the terms of said Early Voting Agreement, as amended herein.

3. AMENDED PROVISIONS. In order to incorporate the Township of Somerset as a party to the Early Voting Agreement, the following provisions of the Early Voting Agreement are hereby expressly amended to provide as follows:

a. The chart incorporated into the "Background and Purpose" section of the Early Voting Agreement is hereby amended to add the Township of Somerset and to indicate that the Township has 2 voting precincts and 4118 registered electors as of August 4, 2023.

b. The Early Voting Plan attached as Exhibit A to the Early Voting Agreement is hereby amended in the manner set forth on Amended Exhibit A attached hereto.

c. The list of Site Supervisors attached as Exhibit B to the Early Voting Agreement is hereby amended in the manner set forth on Amended Exhibit B attached hereto.

4. REMAINDER OF AGREEMENT REMAINS IN FORCE. Except as expressly modified herein, the terms of the Early Voting Agreement dated September 26, 2023, shall remain in full force and effect.

The parties enter into this Amendment as of the Effective Date stated above.

<u>Marney M. Kast</u> Printed name of County Clerk	<u>Marney M. Kast</u> Signature of County Clerk	<u>4/12/2024</u> Date
<u>Suzy Roberts</u> Adams Township Clerk	<u>Suzy Roberts</u> Signature	<u>4-11-24</u> Date
<u>Jessica Kratzer</u> Allen Township Clerk	<u>Jessica Kratzer</u> Signature	<u>4-11-24</u> Date
<u>Betty Burkhardt</u> Amboy Township Clerk	<u>Betty Burkhardt</u> Signature	<u>4.11.2024</u> Date

<u>Carol A. Rosales</u> Cambria Township Clerk	<u>Carol A. Rosales</u> Signature	<u>4/12/2024</u> Date
<u>Kristina Dewey</u> Camden Township Clerk	<u>Kristina Dewey</u> Signature	<u>4-11-2024</u> Date
<u>Jessica Bradley</u> Fayette Township Clerk	<u>Jessica Bradley</u> Signature	<u>4-11-24</u> Date
<u>Janel Stewart</u> Hillsdale Township Clerk	<u>Janel Stewart</u> Signature	<u>4-11-2024</u> Date
<u>Debra Penny</u> Jefferson Township Clerk	<u>Debra Penny</u> Signature	<u>4-1-2024</u> Date
<u>Vicki Heckel</u> Litchfield Township Clerk	<u>Vicki Heckel</u> Signature	<u>4-8-24</u> Date
<u>Sheri Gower</u> Moscow Township Clerk	<u>Sheri Gower</u> Signature	<u>4-11-24</u> Date
<u>Cinda L Walton</u> Pittsford Township Clerk	<u>Cinda L. Walton</u> Signature	<u>4/11/24</u> Date
<u>Cathy Burkhardt</u> Ransom Township Clerk	<u>Cathy Burkhardt</u> Signature	<u>4-11-24</u> Date
<u>KATHY FLAUGHER</u> Reading Township Clerk	<u>Kathy Flaugher</u> Signature	<u>4/11/2024</u> Date
<u>Judy Leedy</u> Scipio Township Clerk	<u>Judy Leedy</u> Signature	<u>4/12/2024</u> Date
<u>Michael C. Rickett</u> Somerset Township Clerk	<u>Michael C. Rickett</u> Signature	<u>4/11/24</u> Date
<u>Dawn J. Johnson</u> Wheatland Township Clerk	<u>Dawn J. Johnson</u> Signature	<u>4-11-2024</u> Date
<u>Martha Crow</u> Woodbridge Township Clerk	<u>Martha Crow</u> Signature	<u>4-12-2024</u> Date
<u>Maghan Zimmerman</u> Wright Township Clerk	<u>Maghan Zimmerman</u> Signature	<u>4/11/2024</u> Date

Kary Price
City of Hillsdale Clerk

[Signature]
Signature

4/12/24
Date

CYNTHIA D MEANS
City of Jonesville Clerk

Cynthia D. Means
Signature

4/3/24
Date

Susan Ballinger
City of Litchfield Clerk

Susan Ballinger
Signature

4/11/2024
Date

Kimberly Blythe
City of Reading Clerk

Kimberly Blythe
Signature

4/10/24
Date

EXHIBIT A: Early Voting Plan

No later than 120 days before the first statewide or federal election in each even numbered year, the coordinator is responsible for ensuring an Early Voting Plan, covering the parties to the County Agreement, is filed with the county clerk of the county.

Not less than 45 days before the first early voting day allowed by statute, the coordinator will be responsible for providing the Secretary of State any changes made a previously submitted Early Voting Plan that affect the locations, dates, and hours of operation for each joint early voting site operated by the participating county and municipalities. This ensure that the correct information is posted on the Michigan Voter Information Center (MVIC) portion of the Department of State’s website.

Plan Coverage: County Agreement

Coordinator of County Agreement:

Name of Coordinator	Position	Email Address	Phone Number
Abe Dane	Chief Deputy Clerk	a.dane@co.hillsdale.mi.us	517-437-3391

County:

Name of county	Clerk of County
County of Hillsdale	Marney M. Kast

Municipality 1:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Adams	Suzy Roberts	1	2018

Municipality 2:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Allen	Jessica Kratzer	1	1474

Municipality 3:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Amboy	Betty Burkhart	1	1037

Municipality 4:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Cambria	Carol A. Rosales	1	2147

Municipality 5:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Camden	Kristina Dewey	1	1482

Municipality 6:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Fayette	Jessica Bradley	1	985

Municipality 7:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Hillsdale	Janel Stewart	1	1823

Municipality 8:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Jefferson	Debra Penney	1	2700

Municipality 9:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Litchfield	Vicki Heckel	1	847

Municipality 10:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Moscow	Sheri Gower	1	1175

Municipality 11:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Pittsford	Cinda L. Walton	1	1222

Municipality 12:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Ransom	Cathy Burkhart	1	673

Municipality 13:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Reading	Kathy Flaughner	1	1546

Municipality 14:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Scipio	Judy Leedy	1	1586

Municipality 15:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Somerset	Michael Bohnet	2	4118

Municipality 16:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Wheatland	Dawn J. Johnson	1	1021

Municipality 17:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Woodbridge	Martha Crow	1	789

Municipality 18:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
Township of Wright	Maghann Zimmerman	1	1320

Municipality 19:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Hillsdale	Katy Price	4	5735

Municipality 20:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Jonesville	Cindy Means	1	1719

Municipality 21:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Litchfield	Susan Ballinger	1	1059

Municipality 22:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Reading	Kimberly Blythe	1	845

Early Voting Location Information:

	Early voting site #1
Location of site	29 N. Howell Street, Room 2, Hillsdale, MI 49242
Municipalities served at site	The Townships of Adams, Allen, Amboy, Cambria, Camden, Fayette, Hillsdale, Jefferson, Litchfield, Moscow, Pittsford, Ransom, Reading, Scipio, Somerset, Wheatland, Woodbridge, and Wright; and the Cities of Hillsdale, Jonesville, Litchfield, and Reading.
Number of Election Workers at site	4 + Site Supervisor
Is this an EV site for all 9 days of Constitutionally-required early voting? (Y/N)	Yes
Hours for 9 days of Constitutionally-required early voting	Day 1, Saturday: 8:00 a.m. to 4:00 p.m. Day 2, Sunday: 12:00 p.m. to 8:00 p.m. Day 3, Monday: 9:00 a.m. to 5:00 p.m. Day 4, Tuesday: 9:00 a.m. to 5:00 p.m. Day 5, Wednesday: 9:00 a.m. to 5:00 p.m. Day 6, Thursday: 11:00 a.m. to 7:00 p.m. Day 7, Friday: 9:00 a.m. to 5:00 p.m. Day 8, Saturday: 8:00 a.m. to 4:00 p.m. Day 9, Sunday: 12:00 p.m. to 8:00 p.m.
How many (if any) additional days of early voting will be provided at this site?	None
Hours for any additional days of early voting	N/A
Is this site ADA compliant?	Yes
In selecting this site, did you take into account expected turnout, population density, public transportation, accessibility, travel time, travel patterns, and any other relevant considerations?	Location is centrally located in the highest populated portion of the county with numerous public parking options and public transportation available within the City.

Early Voting Equipment Information:

	Early voting site #1
Number of tabulators at site	1
Municipality responsible for providing tabulators	County
Number of early voting poll book laptops	1

Municipality responsible for providing early voting poll book laptops	County
Clerk responsible for taking necessary steps to set up the early voting poll book laptops	Chief Deputy County Clerk, Abe Dane

Describe the communication strategy for informing electors of their opportunity for early voting:

The County Clerk’s Office will plan at least one radio spotlight on Radio Hillsdale, WCSR 92.1 FM along with Notices posted at the County Courthouse, the County Office Building, and each municipal office location where notices are usually posted. The County Clerk’s Office will also issue press releases and purchase ad space in the public/legal notices section of the Hillsdale Daily News. The County website and any municipalities who are parties to this agreement and have a website will post information regarding the opportunity for early voting. If State funding is available, radio ads and other media may be purchased as well.

EXHIBIT B: SITE SUPERVISORS

February 27, 2024 Pres. Primary	Supervisor at Early voting site
Early Voting Day 1	Susan Ruder, Ransom Township Clerk
Early Voting Day 2	Judy Leedy, Scipio Township Clerk
Early Voting Day 3	Deb Penney, Jefferson Township Clerk
Early Voting Day 4	Dawn Johnson, Wheatland Township Clerk
Early Voting Day 5	Katy Price, City of Hillsdale Clerk
Early Voting Day 6	Kym Blythe, City of Reading Clerk
Early Voting Day 7	Maghann Zimmerman, Wright Township Clerk
Early Voting Day 8	Kris Dewey, Camden Township Clerk
Early Voting Day 9	Susan Ballinger, City of Litchfield Clerk
August 6, 2024 Primary Election	Supervisor at Early voting site
Early Voting Day 1	Martha Crow, Woodbridge Township Clerk
Early Voting Day 2	Maghann Zimmerman, Wright Township Clerk
Early Voting Day 3	Sheri Gower, Moscow Township Clerk
Early Voting Day 4	Katy Price, City of Hillsdale Clerk
Early Voting Day 5	Cinda Walton, Pittsford Township Clerk
Early Voting Day 6	Mike Bohnet, Somerset Township Clerk
Early Voting Day 7	Janel Stewart, Hillsdale Township Clerk
Early Voting Day 8	Kathy Flaughner, Reading Township Clerk
Early Voting Day 9	Cindy Means, City of Jonesville Clerk
November 5, 2024 Presidential Election	Supervisor at Early voting site
Early Voting Day 1	Dawn Johnson, Wheatland Township Clerk
Early Voting Day 2	Cindy Means, City of Jonesville Clerk
Early Voting Day 3	Janel Stewart, Hillsdale Township Clerk
Early Voting Day 4	Betty Burkhart, Amboy Township Clerk
Early Voting Day 5	Katy Price, City of Hillsdale Clerk
Early Voting Day 6	Suzy Roberts, Adams Township Clerk
Early Voting Day 7	Carol Rosales, Cambria Township Clerk
Early Voting Day 8	Vicki Heckel, Litchfield Township Clerk
Early Voting Day 9	Susan Ballinger, City of Litchfield Clerk