

**SCIO TOWNSHIP ELECTION COMMISSION
WASHTENAW COUNTY, MICHIGAN RESOLUTION**

**A RESOLUTION AUTHORIZING AND DELEGATING
CERTAIN ELECTION RESPONSIBILITIES**

At a Regular Meeting of the Election Commission of Scio Township, Washtenaw County, Michigan, held at the Township Hall located at 827 N. Zeeb Road, on this 5th day of March, 2025, at 10:00 a.m.

Members Present: Kerry, Yaple, Flintoft

Members Absent: None

WHEREAS, according to the Election Officials Guidance created by the Michigan State Bureau of Elections, the Scio Township Clerk and Deputy Clerk have different responsibilities than the Election Commission related to elections; and,

WHEREAS, the Election Officials Guidance also allows for the delegation of responsibilities; and,

WHEREAS, the Scio Township Election Commission agrees that efficient elections require the delegation of certain election related responsibilities.

NOW THEREFORE BE IT RESOLVED, the Scio Township Clerk and Deputy Clerk are delegated the following responsibilities:

- Establishing precincts, including temporary precinct consolidations.
- Establishing Absent Voter Counting Boards (AVCB's);
- Assessing voting equipment needs.
- Authorizing the printing and provision of ballots for use in city, township, village and certain school district elections.
- Providing election supplies (including forms and ballot containers).
- Appointing election inspectors, including absent voter ballot counting board members, receiving board members, precinct chairpersons, and alternates.
- Notifying major political parties of the appointment of election inspectors in federal and state elections.
- Carrying out other election-related duties for their respective jurisdictions
- Performing logic and accuracy testing for voting equipment. Even if the county performs the programming for the local jurisdictions, it is still the responsibility of the local election commission to conduct pre-election logic and accuracy testing for their voting equipment prior to each election. Preliminary testing may be delegated to the local clerk; however, public accuracy testing must be conducted by the election commission or each members' designated representative.

THEREFORE BE IT FINALLY RESOLVED, the Scio Township Election Commission is delegated the following responsibilities to be performed at an Open Meeting:

- Approving of ballots: Clerk will proof the ballots and submit the ballot order.
- Appointing precinct inspectors: Clerk prepares the appointment list for Election Commission approval.
- Public accuracy test: Election Commission must be in attendance; Clerk conducts all preliminary tests.
- Precinct changes/consolidations: Clerk will do preliminary work and Election Commission gives approval.
- Adoption of resolution outlining delegated duties.

Resolution offered by Yaple and seconded by Kerry.

AYE: Kerry, Yaple, Flintoft

NAY: None


ABSENT: None

ABSTAIN: None

RESOLUTION DECLARED ADOPTED.

Certification by the Clerk

I, Jessica Flintoft, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Scio Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on March 5, 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Jessica M. Flintoft
Scio Township Clerk

DATED: March 5, 2025