

**City of Battle Creek
Election Commission Meeting
10 N. Division Street
Room 302A, 3rd Floor
Battle Creek, MI
October 14, 2022
1:00 PM**

Present: Aaron Powers, City Assessor: Victoria Houser, City Clerk

Absent: Jill Steele, City Attorney

Guests: None

Call to Order: Clerk Houser called the meeting to order at 1:00 P.M., noting Attorney Steele was not in attendance, but a quorum was present.

Approval of Minutes

• **July 7, 2022**

A motion was made by Assessor Powers, supported by Clerk Houser, to approve the July 7, 2022 Election Commission meeting minutes. All in favor, none opposed. Motion approved.

Appointment of Election Inspectors for the November 8, 2022 AVCB Pre-Processing Board

Clerk Houser noted that with the passage of PA 195 of 2022, as the City of Battle Creek had a population of more than 10,000, the city is eligible to pre-process absentee ballots. Clerk Houser also noted that with the estimated number of returned absentee ballots, she believes only Monday is necessary for pre-processing, with a need for 11 election inspectors. Ms. Houser stated the pre-processing would begin at 9:00 am, concluding at 5:00 pm, on Monday, November 7, 2022, in Commission Chambers, 3rd floor of City Hall.

A motion was made by Assessor Powers, supported by Clerk Houser, to move to appoint 11 Precinct Inspectors for Pre-Processing of Absentee Ballots on Monday, November 7, 2022. All in favor, none opposed. Motion approved.

Public Comments: There were no public comments.

Commission Comments: There were no Commission comments.

Adjournment: The meeting was adjourned at 1:03 P.M.

I, Victoria L. Houser, City Clerk
of the City of Battle Creek,
hereby certify
the above and foregoing is a true and accurate copy
of the minutes recorded for the October 14, 2022 meeting
of the Battle Creek Election Commission.

Victoria L. Houser, City Clerk