



AGENDA

Election Commission Meeting

4:00 PM - Wednesday, April 29, 2026

City Hall Council Chambers

	Page
1. CALL TO ORDER	
2. ROLL CALL	
3. APPROVAL OF AGENDA	
3.1. Approval of April 29, 2026 agenda	
4. PUBLIC COMMENT RE: ITEMS ON THE AGENDA	
5. APPROVAL OF MEETING MINUTES	
5.1. Approval of October 9, 2025 meeting minutes	2 - 3
	Election Commission - 09 Oct 2025 - Minutes - Pdf
6. NEW BUSINESS	
6.1. Resolution #EC-01-26 - Delegation of Duties	4 - 5
	Resolution #EC-01-26 - Delegation of Duties - Pdf
6.2. Resolution #EC-02-26 - Establishment of an AVCB and Early Tabulation AVCB	6 - 7
	Resolution #EC-02-26 Authorization of AVCB and Early Tabulation AVCB - Pdf
7. PUBLIC COMMENT RE: ITEMS NOT ON THE AGENDA	
8. COMMISSION COMMENTS	
9. ADJOURNMENT	

DRAFT MINUTES

Election Commission Meeting



4:00 PM - Thursday, October 9, 2025

City Hall Council Chambers

The Election Commission met on Thursday, October 9, 2025 at 4:00 PM in the City Hall Council Chambers.

PRESENT: Commissioner Berry, Commissioner Vertin

LATE:

ABSENT:

STAFF PRESENT: Deputy Clerk Horn

1. CALL TO ORDER

Chair Miller called the meeting to order at 4:00 p.m.

2. ROLL CALL

Roll call was taken. A quorum was established.

3. APPROVAL OF AGENDA

3.1 Approval of October 9, 2025 agenda

Moved by Carolyn Vertin

Seconded by David Berry

Motion to approve the October 9, 2025 agenda as presented.

MOTION CARRIED

4. PUBLIC COMMENT RE: ITEMS ON THE AGENDA

There were no public comments regarding items on the agenda.

5. APPROVAL OF MEETING MINUTES

5.1 Approval of October 2024 meeting minutes

Moved by Carolyn Vertin

Seconded by David Berry

Motion to approve the October 2024 meeting minutes as presented.

MOTION CARRIED

6. NEW BUSINESS

6.1 Public Accuracy Test

The Election Commission conducted the Public Accuracy Test for the November 4, 2025 General Election. There were no attendees.

6.2 Resolution #EC-01-25

Moved by Carolyn Vertin
Seconded by David Berry

Motion to establish and AVCB, appoint inspectors, and delegate duties for the November 4, 2025 election in the form of Resolution EC-01-25.

Yes: City Clerk Tonya Miller, Election Commissioner Carolyn Vertin, and Election Commissioner David Berry

MOTION CARRIED 3-0 on a recorded vote

7. PUBLIC COMMENT RE: ITEMS NOT ON THE AGENDA

There were no public comments regarding items not on the agenda.

8. ADJOURNMENT

Chair Miller adjourned the meeting at 4:44 p.m.

Tonya Miller - City Clerk and Election Commission Chair



CITY OF TECUMSEH
ELECTION COMMISSION

Resolution EC-01-26

Resolution #EC-01-26 - for the Delegation of Election Duties

The City of Tecumseh Election Commission hereby approves the delegation of the following duties to the City Clerk and/or authorized assistant(s) for the Primary and General 2026 elections:

- Preparing meeting materials for the Election Commission (ballots proof for approval, list of election inspectors for appointment, etc.)
- Reviewing and approving ballots to the County Clerk
- Preparing, printing and delivering ballots
- Providing candidates and the Secretary of State with proof copies of ballots
- Providing notice to voters in the case of precinct changes/consolidations
- Providing election supplies and ballot containers
- Preliminary logic and accuracy testing
- Notifying major political parties of certified precinct inspector appointments (Federal and State elections only)
- Determining equipment and software program needs
- Determining and providing early tabulation of AVs

Motion for adoption by: Vertin

Supported by: Barry

AYES Barry, Miller, Vertin

NAYS

This is to certify that this resolution was duly adopted at the meeting of the City Council on **Apr 29, 2026**.

Tonya A. Miller, MiPMC, CMC
Election Commission Chair & City Clerk

CERTIFICATION

I, the undersigned, the duly qualified City Clerk for the City of Tecumseh, County of Lenawee, Michigan do hereby certify that the foregoing constitutes a true and complete copy of a motion adopted by the City Council of the City of Tecumseh, on **April 29, 2026**, the original of which is in my office, 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, as amended, and that the full set of minutes from said meeting will be made available, as required by said Act.

Dated:



CITY OF TECUMSEH
ELECTION COMMISSION

Resolution EC-02-26

Resolution #EC-02-26 to Authorize an AVCB and Early Tabulation AVCB

The Election Commission hereby authorizes the establishment of an Election Day AVCB and an Early Tabulation AVCB for the processing of absent voter ballots.

Determination of Election Day AVCB start time will be determined by the City Clerk based on the number of ballots returned or anticipated to be returned.

Further, the determination of exercising Early Tabulation, and the dates and times for Early Tabulation, shall be by the City Clerk and based on the availability of election inspectors to work and the number of ballots expected for processing.

The Election Commission offers that the Police Meeting Room located in Tecumseh City Hall at 309 East Chicago Boulevard, Tecumseh, Michigan 49286, be designated as the Absentee Voter Counting Board and that all equipment, ballots, etc. shall be secured under provisions set forth in state statute and as prescribed by the Michigan Bureau of Elections.

Should the Police Meeting Room be unavailable, the Election Commission offers that the City Clerk be responsible for finding and securing an alternate location that specifically meets criteria for Early Tabulation.

This resolution shall be effective in 2026 and for all elections moving forward.

Motion for adoption by: Vertin

Supported by: Barry

AYES Miller, Vertin, Barry

NAYS None

ABSENT None

This is to certify that this resolution was duly adopted at the meeting of the City Council on **Apr 29, 2026**.

Tonya A. Miller, MiPMC, CMC
Election Commission Chair & City Clerk

CERTIFICATION

I, the undersigned, the duly qualified City Clerk for the City of Tecumseh, County of Lenawee, Michigan do hereby certify that the foregoing constitutes a true and complete copy of a motion adopted by the City Council of the City of Tecumseh, on **April 29, 2026**, the original of which is in my office, 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, as amended, and that the full set of minutes from said meeting will be made available, as required by said Act.

Dated:
