

The House Committee on Intragovernmental Coordination - Local Legislation offers the following substitute to HB 461:

A BILL TO BE ENTITLED  
AN ACT

1 To create a board of elections and registration for Heard County and to provide for its powers  
2 and duties; to provide for definitions; to provide for the composition of the board and the  
3 selection and appointment of members; to provide for the certification of appointment of  
4 members; to provide for the qualifications, terms, and removal of members; to provide for  
5 oaths and privileges; to provide for meetings, procedures, and vacancies; to provide for the  
6 board's performance of certain functions and duties for certain municipalities; to provide for  
7 certain expenditures of public funds; to provide for a full-time elections supervisor; to  
8 provide for the hiring of employees; to provide for compensation of members of the board  
9 and personnel; to provide for poll workers; to provide for materials, offices, and equipment;  
10 to relieve certain officers of powers and duties and to provide for the transfer of functions to  
11 the newly created board; to provide for related matters; to provide effective dates; to repeal  
12 conflicting laws; and for other purposes.

13 BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:

14 **SECTION 1.**

15 Pursuant to subsection (b) of Code Section 21-2-40 of the Official Code of Georgia  
16 Annotated, there is created the Board of Elections and Registration of Heard County,  
17 hereinafter referred to as "the board." The board shall have the powers, duties, and  
18 responsibilities of the superintendent of elections of Heard County under Chapter 2 of  
19 Title 21 of the Official Code of Georgia Annotated, the "Georgia Election Code," currently  
20 being exercised by the Judge of the Probate Court of Heard County, and the powers, duties,  
21 and responsibilities of the Board of Registrars of Heard County under Chapter 2 of Title 21  
22 of the Official Code of Georgia Annotated, the "Georgia Election Code."

23 **SECTION 2.**

24 As used in this Act, the terms "elector," "election," "primary," and "public office" shall have  
25 the same meaning as set forth in Chapter 2 of Title 21 of the Official Code of Georgia

26 Annotated, the "Georgia Election Code," unless otherwise clearly apparent from the text of  
 27 this Act; "commissioners" means the Board of Commissioners of Heard County; and  
 28 "county" means Heard County.

29

### SECTION 3.

30 (a) The board shall be composed of three members who shall each be appointed as provided  
 31 for in this section.

32 (b) All appointments to the board shall be promptly certified by the commissioners to the  
 33 clerk of the Superior Court of Heard County as provided in Section 5 of this Act.

34 (c)(1) The initial appointees to the board shall take office on July 1, 2017, and shall be  
 35 appointed by a majority vote of the commissioners after consideration of  
 36 recommendations from the Judge of the Probate Court of Heard County and the Board  
 37 of Registrars of Heard County. The appointee to Post 1 of the board shall serve an initial  
 38 term of office until July 1, 2019, or until his or her successor is duly appointed and  
 39 qualified. The appointee to Post 2 of the board shall serve an initial term of office until  
 40 July 1, 2020, or until his or her successor is duly appointed and qualified. The appointee  
 41 to Post 3 of the board shall serve an initial term of office until July 1, 2021, or until his  
 42 or her successor is duly appointed and qualified. Thereafter, all successors to such  
 43 members shall be appointed as provided for in paragraph (2) of this section to serve  
 44 four-year terms of office and until his or her respective successor is appointed and  
 45 qualified.

46 (2) Members shall be appointed by a majority vote of the commissioners after  
 47 consideration of recommendations from the Board of Elections and Registration of Heard  
 48 County.

49 (d) The members of the board shall elect one of their number to serve as chairperson of the  
 50 board. Such chairperson shall preside over all meetings of the board and shall be entitled  
 51 to vote on all matters coming before the board.

52

### SECTION 4.

53 Each member of the board shall:

- 54 (1) Be eligible to be reappointed to succeed such member;  
 55 (2) Have the right to resign at any time by giving written notice of such resignation to  
 56 the commissioners and to the clerk of the superior court;  
 57 (3) Serve until his or her successor is appointed and qualified; and  
 58 (4) Be subject to removal for good cause by the commissioners at any time after prior  
 59 notice and a hearing.

60

**SECTION 5.**

61 (a) The commissioners shall certify the appointment of each member of the board by filing  
62 an affidavit with the clerk of the superior court no later than 30 days preceding the date upon  
63 which such members are to take office, and such affidavit shall state the name and residential  
64 address of the person appointed and certify that such member has been duly appointed as  
65 provided in this Act.

66 (b) The clerk of the superior court shall record each such affidavit on the minutes of the  
67 superior court and shall certify the name of each such appointed member to the Secretary of  
68 State and provide for the issuance of appropriate commissions to the members within the  
69 same time and in the same manner as provided by law for registrars.

70

**SECTION 6.**

71 In the event a vacancy occurs in the office of any board member before the expiration of his  
72 or her term, by removal, death, resignation, or otherwise, the commissioners shall appoint  
73 a successor to serve the remainder of the unexpired term as provided for in Section 3 of this  
74 Act. The clerk of the superior court shall be notified of such interim appointments and shall  
75 record and certify such appointments in the same manner as the regular appointment of  
76 members.

77

**SECTION 7.**

78 Before entering upon the member's duties, each member shall take substantially the same  
79 oath as required by law for registrars and shall have the same privileges from arrest.

80

**SECTION 8.**

81 (a) No person who holds elective public office shall be eligible to serve as a member of the  
82 board during the term of such elective office, and the position of any member of the board  
83 shall be deemed vacant upon such member's qualifying as a candidate for elective public  
84 office.

85 (b) Members of the board shall be residents of the county and shall have been registered  
86 voters in the county for a period of at least one year prior to the date of appointment to the  
87 board.

88

**SECTION 9.**

89 The board shall have the authority to contract with any municipality or governmental  
90 authority located within the county for the holding by the board of any primary or election  
91 to be conducted within such municipality or governmental authority; provided, however, that  
92 any contract shall be approved and ratified by the commissioners. The full costs of any such

93 election shall be paid for by the requesting municipality or governmental authority along  
94 with a fee established by the board to offset operational costs of the office of the board.

95 **SECTION 10.**

96 (a) The board shall be authorized and empowered to organize itself, elect from among its  
97 members a vice chairperson, determine its procedural rules and regulations, adopt bylaws,  
98 specify the functions and duties of its employees, and otherwise take such action as is  
99 appropriate to the management of its affairs; provided, however, that no such action shall  
100 conflict with state law.

101 (b) Action and decision by the board shall be by a majority of the members of the board.

102 **SECTION 11.**

103 (a) The board shall fix and establish, by appropriate resolution entered on its minutes,  
104 directives governing the execution of matters within its jurisdiction. The board shall hold  
105 meetings at its office, the county courthouse, or at the place of meeting of the commissioners.  
106 Any specially called meetings held pursuant to the bylaws adopted by the board shall be held  
107 only after public notice of the meeting is given as required by law. All meetings of whatever  
108 kind of the board shall be conducted pursuant to Chapter 14 of Title 50 of the Official Code  
109 of Georgia Annotated.

110 (b) The board shall maintain a written record of policy decisions amended to include  
111 additions or deletions. Such written records shall be made available for the public to review  
112 pursuant to Article 4 of Chapter 18 of Title 50 of the Official Code of Georgia Annotated.

113 **SECTION 12.**

114 There shall be a full-time elections supervisor to administer and supervise the conduct of the  
115 elections and primaries and the registration of electors of the county. The board shall act  
116 within 60 days of its members taking office under this Act, or of the date of any vacancy in  
117 such position, to submit and recommend for the position at least one, but no more than three  
118 names of qualified individuals to the county chairperson, who shall hire an elections  
119 supervisor based on a job description approved by the board. The county chairperson may  
120 either hire one of the candidates submitted and recommended by the board or may reject all  
121 candidates submitted and recommended by the board and request that it provide the  
122 chairperson with at least one new candidate. The elections supervisor shall not be eligible  
123 to serve as a member of the board. The elections supervisor shall be considered a county  
124 employee for purposes of pay, benefits, sick leave, vacation, termination of employment, and  
125 other purposes. The elections supervisor shall be subject to direction, evaluation, and  
126 corrective action by the county administrator.

127 **SECTION 13.**

128 The elections supervisor may recommend to the county chairperson for employment such  
129 full-time and part-time employees as may be deemed necessary by the elections supervisor  
130 and as are approved in an annual budget adopted by the commissioners. All such employees  
131 shall be considered county employees for purposes of pay, benefits, sick leave, vacation, and  
132 other purposes in accordance with policies adopted by the commissioners.

133 **SECTION 14.**

134 The compensation of the chairperson and other members of the board, the elections  
135 supervisor, clerical assistants, and other employees shall be as fixed by the commissioners.  
136 Such compensation shall be paid from county funds.

137 **SECTION 15.**

138 The board shall be responsible for the selection, appointment, and training of poll workers.

139 **SECTION 16.**

140 The commissioners shall provide the board and the elections supervisor with proper and  
141 suitable offices and equipment. With the consent of the commissioners, the board shall be  
142 authorized to expend public funds for the purpose of distributing sample ballots, voter  
143 information booklets, and other materials designed to inform and instruct adequately the  
144 electors of the county with regard to elections. No material distributed by the board shall  
145 contain or express, in any manner or form, any commentary or expression of opinion or  
146 request for support of any political issues of matter of political concern.

147 **SECTION 17.**

148 Upon this Act becoming fully effective or upon such later date determined by the  
149 commissioners, the superintendent of elections of the county and the board of registrars of  
150 the county shall each be relieved of all powers and duties to which the board succeeds by the  
151 provisions of this Act and shall deliver to the board all equipment, supplies, materials, books,  
152 papers, records, and facilities pertaining to such powers and duties. Nothing contained herein  
153 is intended to prevent the appointment of members of the board, the hiring of clerical staff,  
154 or any necessary training for the members of the board and clerical assistants.

155 **SECTION 18.**

156 This Act shall become effective upon its approval by the Governor or upon its becoming law  
157 without such approval for purposes of making initial appointments to the board only. This  
158 Act shall become fully effective on July 1, 2017.

159

**SECTION 19.**

160 All laws and parts of laws in conflict with this Act are repealed.