

Onondaga County Board of Elections

Meeting Agenda

August 25, 2025

2:30 PM

Type of Meeting: Decision Making

Commissioners: Dustin Czarny and Kevin Ryan

Invitees: Nicole Walsh, Dez LaFave, Michelle Edinger, Sydney Szczesniak

- I. Call to Order: Dustin Czarny at 2:31
- II. Roll Call: Dustin Czarny, Kevin Ryan, Nicole Walsh, Michelle Edinger, Sydney Szczesniak
- III. Approval of Agenda: 2 YES / 0 NO
- IV. New Business:
 - 1. Approval of 2025 General Election Quantities 2 YES / 0 NO
 - 2. Approval of 2025 General Election Alternative Staffing Plan 2 YES / 0 NO
 - 3. Approval of the purchase of more printers from KnowInk on the Postal Grant 2 YES / 0 NO
- V. Adjournment: 2:41pm / Kevin Ryan second

Polling Place	Sum of Vol	Floor	ED	Type	PollPads	PSM	Reg	Double	Single	Ada	Table Top	BMD	Scanners	Poll Print
ALMUS OLIVER TOWERS (ACTIVITY RM)	1389			2 Regular	2	2	4	2			1	6	1	1
ALOFT HOTEL	2287			3 Large	3	2	5				1	8	1	1
AMERICAN LEGION VALLEY POST 1468	2462			4 Large	3	2	5	2			1	8	1	1
ARMOND MAGNARELLI COMM CTR @ MCCHESENEY PARK	2557			3 Large/Early	3	2	5	2	5		1	10	1	1
BALDWINVILLE FIRST UNITED METHODIST CHURCH	2093			2 Large	3	2	5	2			1	8	1	1
BALDWINVILLE PUBLIC LIBRARY	3606			3 Super	4	2	6	2			1	10	1	1
BEAUCHAMP BRANCH LIBRARY	1099			2 Regular/Ea	2	2	4	2	5		1	10	1	1
BEAVER LAKE NATURE CENTER	2612			3 Large	3	2	5	2			1	8	1	1
BELGIUM-COLD SPRINGS FIRE HOUSE - RADISSON	3280			4 Large	3	2	5	2			1	8	1	1
BELGIUM-COLD SPRINGS FIRE HOUSE - RIVER	3289			3 Large	3	2	5	2			1	8	1	1
BELLEVUE HEIGHTS METHODIST CHURCH	2736			6 Large	3	2	5	2			1	8	1	1
BELLEWOOD BAPTIST CHURCH	2488			3 Large	3	2	5	2			1	8	1	1
BISHOP LUDDEN JR/SR HIGH SCHOOL	2616			5 Large	3	2	5	2			1	8	1	1
BLESSED SACRAMENT SCHOOL (GYM ENTR)	2892			5 Large	3	2	5	2			1	8	1	1
BREWERTON FIRE STATION	3068			3 Large	3	2	5	2			1	8	1	1
BRIGHTON ACADEMY	1702			2 Regular	2	2	4	2			1	6	1	1
BRIGHTON TOWERS	1106			3 Regular	2	2	4	2			1	6	1	1
BROOKDALE MANLIUS	1621			2 Regular	2	2	4	2			1	6	1	1
BUCKLEY ROAD BAPTIST CHURCH	3800			4 Super	4	2	6	2			1	10	1	1
CAMILLUS ELKS LODGE #2367	3510			2 Super	4	2	6	2			1	10	1	1
CAMILLUS FIRE DEPARTMENT	2181			3 Large	3	2	5	2	5		1	10	1	1
CAMILLUS MUNICIPAL BLDG	3719			5 Super	4	2	6	2			1	10	1	1
CAMILLUS VILLAGE HALL	841			1 Small	2	2	3	2			1	4	1	1
CANTON WOODS SENIOR CENTER	2969			3 Large	3	2	5	2			1	8	1	1
CHERRY ROAD SCHOOL	1779			3 Regular	2	2	4	2			1	6	1	1
CHESTNUT HILL MIDDLE SCHOOL	3224			5 Large	3	2	5	2			1	8	1	1
CHRIST COMMUNITY CHURCH	1560			2 Regular	2	2	4	2			1	6	1	1
CHURCH OF CHRIST	1289			2 Regular	2	2	4	2			1	6	1	1
CICERO UNITED METHODIST CHURCH	2816			3 Large	3	2	5	2			1	8	1	1
CLAY SENIOR CENTER	2687			2 Large	3	2	5	2			1	8	1	1
CLAY TOWN HALL	3899			3 Super/Early	4	2	6	2	5		1	10	1	1
CORCORAN HIGH SCHOOL	1152			2 Regular	2	2	4	2			1	6	1	1
DELPHI FALLS FIRE DEPT	959			1 Small	2	2	3	2			1	4	1	1
DESTINY CHRISTIAN CENTER	976			2 Small	2	2	3	2			1	4	1	1
DEWITT COMMUNITY CHURCH	1480			2 Regular	2	2	4	2			1	6	1	1
DEWITT TOWN HALL	1128			2 Regular/Ea	2	2	4	2	5		1	10	1	1
DONLIN DRIVE ELEMENTARY SCHOOL	2845			4 Large	3	2	5	2			1	8	1	1
EAGLE HILL MIDDLE SCHOOL	3526			4 Super	4	2	6	2			1	10	1	1
EAST SYRACUSE FIRE STATION #2	2830			4 Large	3	2	5	2			1	8	1	1
EAST SYRACUSE VILLAGE HALL	1808			2 Regular	2	2	4	2			1	6	1	1
EASTWOOD SENIOR CENTER (2ND FLR)	1237			3 Regular	2	2	4	2			1	6	1	1
ELBRIDGE FIREHOUSE	2300			3 Large	3	2	5	2			1	8	1	1
ELMCREST CHILDREN'S CENTER (GYM)	1531			3 Regular	2	2	4	2			1	6	1	1
ELMWOOD SCHOOL BLDG (GYM)	1212			2 Regular	2	2	4	2			1	6	1	1
ERWIN FIRST UNITED METHODIST CHURCH	1816			5 Regular	2	2	4	2			1	6	1	1
FABIUS AREA COMMUNITY CTR	1464			2 Regular	2	2	4	2			1	6	1	1
FAYETTEVILLE FREE LIBRARY	1610			2 Regular	3	2	5	2			1	6	1	1
FIRST UNITARIAN UNIVERSALIST SOCIETY OF SYRACUSE	1976			2 Regular	2	2	4	2			1	6	1	1
F-M SENIOR HIGH SCHOOL	1543			2 Regular	2	2	4	2			1	6	1	1
GILLETTE ROAD MIDDLE SCHOOL	4343			5 Super	4	2	6	2			1	10	1	1
GOLDSTEIN STUDENT CENTER	1552			2 Regular	2	2	4	2			1	6	1	1
GRACE ASSEMBLY OF GOD	2240			2 Large	3	2	5	2			1	8	1	1
GRACE EVANGELICAL COVENANT CHURCH	1492			2 Regular	2	2	4	2			1	6	1	1

GREATER EVANGELICAL CHURCH OF GOD IN CHRIST	1671		4 Regular	2	2	4	2		1	6	1	1	1
HAZARD BRANCH LIBRARY	2165		2 Large	3	2	5	2		1	8	1	1	1
HILLSIDE WORK SCHOLARSHIP CONNECTION	923		2 Small	2	2	3	2		1	4	1	1	1
HOLIDAY MAPLE DOWNS	2294		3 Large	3	2	5	2		1	8	1	1	1
HOWLETT HILL FIRE DEPT	1196		2 Regular	2	2	4	2		1	6	1	1	1
HUNTINGTON SCHOOL	1899		3 Regular	2	2	4	2		1	6	1	1	1
IHSAN SCHOOL	1419		3 Regular	2	2	4	2		1	6	1	1	1
IMMACULATE CONCEPTION CHURCH	2930		4 Large	3	2	5	2		1	8	1	1	1
J.H. SPIRE AMERICAN LEGION	2477		3 Large	3	2	5	2		1	8	1	1	1
JAMESVILLE FIRE STATION	1308		2 Regular	2	2	4	2		1	6	1	1	1
JAMESVILLE-DEWITT HIGH SCHOOL (GYM)	2086		3 Large	3	2	5	2		1	8	1	1	1
JORDAN-ELBRIDGE COMMUNITY CENTER	1645		2 Regular	2	2	4	2		1	6	1	1	1
LAFAYETTE COMMUNITY CENTER	3830		5 Super/Early	4	2	6	2	5	1	10	1	2	1
LAKESHORE BAPTIST CHURCH	1920		2 Regular	2	2	4	2		1	6	1	1	1
LAKESIDE RECREATION CENTER	2296		3 Large	3	2	5	2		1	8	1	1	1
LEMOYNE COLLEGE (PANASCI FAMILY CHAPEL)	2043		4 Large	3	2	5	2		1	8	1	1	1
LEMOYNE SCHOOL	1624		2 Regular	2	2	4	2		1	6	1	1	1
LIVERPOOL CHRISTIAN CHURCH	3046		3 Large	3	2	5	2		1	8	1	1	1
LIVERPOOL LIBRARY	1363		2 Regular	2	2	4	2		1	6	1	1	1
LIVERPOOL SCHOOL DISTRICT OFFICES	1442		2 Regular	2	2	4	2		1	6	1	1	1
LIVERPOOL VILLAGE HALL	1792		2 Regular	2	2	4	2		1	6	1	1	1
LIVING WORD CHURCH	1566		2 Regular	2	2	4	2		1	6	1	1	1
LYNCOURT SCHOOL	2719		3 Large	3	2	5	2		1	8	1	1	1
LYSANDER MUNICIPAL BLDG (AUDITORIUM)	3272		3 Large/Early	3	2	5	2	5	1	10	1	2	1
MANLIUS TOWN HALL	1989		3 Regular	2	2	4	2		1	6	1	1	1
MANLIUS VILLAGE CENTRE	2862		3 Large	3	2	5	2		1	8	1	2	1
MARCELLUS FIRE HOUSE	2783		3 Large	3	2	5	2		1	8	1	1	1
MARCELLUS HIGH SCHOOL (LGI ROOM)	2087		3 Large	3	2	5	2		1	8	1	1	1
MATTYDALE FIRE DEPT	3242		4 Large	3	2	5	2		1	8	1	1	1
MEMPHIS FIRE HOUSE	639		1 Small	2	2	3	2		1	4	1	1	1
MESSIAH'S CHURCH REFORMED PRESBYTERIAN	2259		2 Large	3	2	5	2		1	8	1	1	1
MICHAEL J. BRAGMAN ATHLETIC COMPLEX	1901		2 Regular	2	2	4	2		1	6	1	1	1
MINOA MUNICIPAL BUILDING	1739		3 Regular	2	2	4	2		1	6	1	1	1
MOTTVILLE FIRE DEPT	1376		2 Regular	2	2	4	2		1	6	1	1	1
MUNDY LIBRARY	737		2 Small	2	2	3	2		1	4	1	1	1
NEDROW VOLUNTEER FIRE DEPT	1905		3 Regular	2	2	4	2		1	6	1	1	1
NORTH SYRACUSE COMMUNITY CENTER	2378		3 Large/Early	3	2	5	2	5	1	10	1	2	1
NORTH SYRACUSE EDUCATION ASSOCIATION	3227		4 Large	3	2	5	2		1	8	1	1	1
NORTH SYRACUSE SCHOOL DISTRICT OFFICES	4658		5 Super	4	2	6	2		1	10	1	2	1
NORTHSIDE BAPTIST CHURCH	2033		3 Large	3	2	5	2		1	8	1	1	1
NOTTINGHAM HIGH SCHOOL (MAIN ENTR)	1943		3 Regular	2	2	4	2		1	6	1	1	1
OCC MULROY HALL (1ST FLR)	1929		2 Regular/Early	2	2	4	2	5	1	10	1	2	1
ONONDAGA COUNTY CENTRAL LIBRARY	1372		5 Regular	2	2	4	2		1	6	1	1	1
ONONDAGA TOWN HALL	1345		2 Regular	2	2	4	2		1	6	1	1	1
OTISCO HIGHWAY DEPARTMENT	1851		2 Regular	2	2	4	2		1	6	1	1	1
P.E.A.C.E.	960		4 Small	2	2	3	2		1	4	1	1	1
PARKROSE ESTATES	2871		3 Large	3	2	5	2		1	8	1	1	1
PEBBLE HILL PRESBYTERIAN CHURCH	2366		3 Large	3	2	5	2		1	8	1	1	1
PINE GROVE MIDDLE SCHOOL	3035		4 Large	3	2	5	2		1	8	1	1	1
PIONEER HOMES COFFEE HOUSE	481		1 Micro	2	2	2	2		1	4	1	1	1
POMPEY HILL FIRE DEPT	2474		3 Large	3	2	5	2		1	8	1	1	1
POMPEY TOWN HALL	2128		2 Large	3	2	5	2	5	1	10	1	2	1
POPE JOHN XXIII CATHOLIC CHURCH	3015		3 Large	3	2	5	2		1	8	1	1	1
PROVIDENCE HOUSE APARTMENTS	1162		2 Regular	2	2	4	2		1	6	1	1	1



COUNTY OF ONONDAGA

Office of the Board of Elections

1000 ERIE BLVD WEST

SYRACUSE, NY 13204

DUSTIN M. CZARNY
COMMISSIONER

PHONE: 315-435-8683 • FAX: 315-435-8451
ONGOV.NET/ELECTIONS

KEVIN P. RYAN
COMMISSIONER

Alternative Staffing Plan Compliance Certification

We certify the alternative staffing plan complies with Election Law § 3-500 and that such plan provides:

- (i) at least four inspectors are assigned at each polling site;
- (ii) bipartisan staffing;
- (iii) tabulation of votes by election district;
- (iv) compliance with the requirements of 9 NYCRR § 6210.19 establishing minimum numbers of voting machines, privacy booths, and accessible voting devices; and
- (v) that wait time to vote will not exceed thirty minutes;

Commissioner Signatures:

Dated: August 25, 2025

A handwritten signature of Dustin Czarny in black ink, written over a horizontal line.

Dustin Czarny

Democratic Elections Commissioner

Onondaga County

A handwritten signature of Kevin Ryan in black ink, written over a horizontal line.

Kevin Ryan

Republican Elections Commissioner

Onondaga County

New York State Board of Elections

40 North Pearl St., Suite 5

Albany, NY 12207-2729

To Whom It May Concern,

Upon reviewing staffing needs for the 2025 November General Election, the Onondaga County Board of Elections would like to propose alternative staffing for all 147 of our polling places. More voters using alternative voting methods such as Vote by Mail and Early Voting, anticipated turnout, and the adoption of Knowink Poll Prints, Knowink Poll Pads, and the Clear Mark and Clear Cast voting systems combine to allow us to serve voters in a more efficient manner. This letter and attached spreadsheet shall serve as our alternative staffing plan in accordance with Election Law 3-500 and 4-104(8).

Voters eligible for November General Election

All active voters will be eligible to vote in the November General Election. Total voter registration at time of writing this plan is 332,983 voters of which 312,747 are active.

Historical Turnout for similar elections in Onondaga County

Onondaga County generally has averaged 32.48% turnout for Odd-year Elections over the last three odd-year elections. In 2023 we had 29.64% turnout. In 2021 we had 31.08% turnout. In 2019 we had 36.73% turnout. We expect a similar turnout in the 2025 general election. Over the last three odd-year elections we have had the following voter breakdown: 2023 90,721 votes cast with 72,937 in person on election day (80.40%), 12,681 cast during Early Vote (13.98%), and 5,103 cast by mail (5.62%). 2021 94,306 votes cast with 78,570 in person on election day (83.31%), 9,721 cast during Early Vote (10.31%), and 6,015 cast by mail (6.38%). 2019 107,550 votes cast with 95,300 in person on election day (88.61%), 8,462 cast during Early Vote (7.87%), and 3,788 cast by mail (3.52%).

While it is unclear at this moment if these ratios will hold for 2024, we do believe in person Early Voting will increase while mail in voting, despite the new voting method will level off or decrease.

Poll Print and Poll Pad usage in each site

Onondaga County has recently invested in the Clear Cast voting system as well as expanding our use of Knowink Poll Print on-demand printers. We now deploy Poll Prints and Poll Pads at every poll site in Onondaga County. This reduces the need for multiple ballot tables as inspectors are trained to match the Election District off the receipt to the printed election district on the ballot as it prints off the Poll Print on demand printer. Emergency stubbed ballots are deployed to each site and backup printers are ready to be deployed from our center office. We also have the ability to print in house additional stubbed ballots in the case of several printer failures on Election Day.

Staffing Breakdowns by type of polling place

For the 2025 General Election we have five different types of polling places based on voter enrollment. Super (>3.5k voters), Large (2.0-3.5k voters), Regular (1k-2k voters), Small (500-1k voters) and Micro (<500 voters). We also have 10 Early Voting sites which are the same as in 2023. At every poll site we will dedicate a check in table and ballot table. Election inspectors will check-in the voters via the poll pad and give the voter a receipt. The voter then turns in the receipt at the ballot table to retrieve the ballot that is printed on the Poll print On-Demand printer matching the corresponding election district. Bi partisan oversight will be at both the check in table as well as ballot table and maintained throughout setup and closing procedures.

Super polling sites (12 sites, over 3.5k voters) will have 2 Poll Site Managers and 6 regular inspectors, and 4 poll pads assigned to them, along with 2 Poll Print units. 2 Clear Cast scanners and 1 BMD will be assigned to the site. They will have a separate check in and ballot tables. A Poll Site manager will be stationed at the Check in table with 3 Inspectors. 1 inspector will be at the ballot table along with the 2nd poll site manager, 1 inspector will monitor the Clear Cast Scanners, 1 inspector will gatekeep the line.

Large polling sites (64 sites, 2k-3.5k voters) will have 2 Poll Site Managers and 75 regular inspectors and 3 poll pads along with a Poll Print unit. 1 Clear Cast scanner and 1 BMD will be assigned to the site. They will have a separate check in and ballot tables. A Poll Site manager will be stationed at the Check in table with 2 Inspectors. 1 inspector will be at the ballot table along with the 2nd poll site manager, 1 inspector will monitor the Clear Cast Scanners, 1 inspector will gatekeep the line.

Regular polling sites (59 sites, 1k-2k voters) will have 2 Poll Site Managers and 4 regular inspectors, and 2 poll pads assigned to them along with a Poll Print unit. 1 Clear Cast scanners and 1 BMD will be assigned to the site. They will have a separate check in and ballot tables. A Poll Site manager will be stationed at the Check in table with 2 Inspectors. 1 inspector will be at the ballot table along with the 2nd poll site manager, 1 inspector will monitor the Clear Cast Scanners.

Small polling sites (9 sites, 500-1k voters) will have 2 Poll Site Managers and 3 Additional regular inspectors, and 2 poll Pads assigned to them along with a Poll Print unit. 1 Clear Cast scanners and 1 BMD will be assigned to the site. They will have a separate check in and ballot tables. A Poll Site manager will be stationed at the Check in table with 1 Inspector. 1 inspector will be at the ballot table along with the 2nd poll site manager, 1 inspector will monitor the Clear Cast Scanners and 1 will gatekeep the line.

Micro polling sites (2 sites, less than 500 voters) will have 2 Poll Site Managers and 2 regular inspectors, and 2 poll Pads assigned to them. 1 Clear Cast scanners and 1 BMD will be assigned to the site and a Poll Print Unit. They will have one table that will be a combined check-in and ballot table. 2 Poll Site managers will be stationed at the Check in table with 1 Inspector. 1 inspector will monitor the Clear Cast Scanners.

Our Early Voting sites (10) will have 1 of our Custodian at each voting center. They will act as the Poll Site manager of the site. In addition, 2 inspectors who are normally Poll Site managers as well as 4 regular inspectors will be assigned to each site. Each site will have 5 poll pads assigned to it with 4 being designated for check in and 1 being designated as an affidavit only poll pad. 2 Clear Cast scanners and 1 BMD will be assigned to the site. They will have a separate check in and ballot tables. The Custodians will be stationed at the ballot table with the

5th poll pad to handle affidavit balloting. One of the poll Site Managers will be stationed at the check in table and one at the ballot table. 2 additional inspectors will be at the check-in table. 1 inspector will monitor the scanners and 1 will gatekeep the line. If additional resources are needed to adjust to wait times, we have substitutes and backups ready to be deployed. These sites will have two dedicated poll print units.

Wait times in past presidential elections using similar staffing

Wait times using similar staffing structure in 2023 and 2021 produced less than 2-minute wait times on average (2023 2:10 2021 1:33 In addition, we have attached a spreadsheet outlining the supplies, inspector quantities, and voter enrollment for each polling site. Average processing time for all elections are 33 seconds at the poll pad. We should allow for double that for the printers to print the ballot and the voter to receive it and be ready to cast a ballot.

Battery Backups and emergency stubbed ballots.

All our Clear Cast Go scanners and BMDS have battery backups that retested and charged at time of deployment which is rated from 2-4 hours of use. Each Poll print has a battery backup in it for use in case of emergency. We also have 40 smaller battery backup units also ready to be deployed for longer outages.

We will print 10% stubbed ballot emergency backup ballots for all polling sites that have a poll print unit assigned to it. We also have our county print shop on standby with the ability to print supplemental emergency stubbed ballots. We have used this system in past elections to deal with temporary and longer-term polling outages. We also will have extra Kyocera printers available to be driven to any site that experiences a catastrophic failure.

If you need more information, please let us know,

Sincerely,

A handwritten signature in black ink, appearing to read 'Dustin Czarny', written over a horizontal line.

Dustin Czarny

Democratic Elections Commissioner

Onondaga County

A handwritten signature in black ink, appearing to read 'Kevin Ryan', written over a horizontal line.

Kevin Ryan

Republican Elections Commissioner

Onondaga County

KNOWiNK, LLC.

460 N Lindbergh Blvd
Saint Louis, MO 63141-7808
+13149141345
<http://knowink.com>

Estimate**ADDRESS**

1000 Erie Blvd. W.
Syracuse, NY 13204

ESTIMATE #	DATE
11027	08/11/2025

DATE	ITEM	HARDWARE/SOFTWARE	QTY	UNIT PRICE	TOTAL AMOUNT
	Poll Pad Sled		30	17.50	525.00
	Poll Print Connection Package	Includes: Redpark Ethernet Adapter Mikrotik Router Ethernet cables	30	250.00	7,500.00
	USB-C to USB-C - 9'		30	10.00	300.00
	Poll Print Printer	Kyocera	30	950.00	28,500.00
	Poll Print Installation		1	2,055.00	2,055.00

SUBTOTAL 38,880.00

TOTAL **USD 38,880.00**

Accepted By

Accepted Date

Terms of Subscription

Subject to acceptance of the Master Software License & Service Agreement will be a (3) three-year agreement. The term will begin effective on the date of equipment acceptance. All Poll Pad software comes with the standard (12) twelve-month warranty. All quotes are valid for thirty (30) days from the date of the quotation.