



NOTICE AND AGENDA

Beloit City Council

Special Meeting

Monday, July 28, 2014

6:00 p.m.

1st Floor City Hall Forum

City Hall – 100 State Street

Beloit, WI 53511

CALL OF MEETING OF CITY OF БЕLOIT COUNCIL
CITY OF БЕLOIT, WISCONSIN

NOTICE IS HEREBY GIVEN that in accordance with Section 2.02(3) of City Code, a Special Meeting of the City Council of the City of Beloit, Rock County, Wisconsin, is being called.

1. Roll call
2. Resolution **changing a polling place** for the August 12, 2014 Partisan Primary Election (LeMire)
3. Adjournment

Larry N. Arft, City Manager

Dated: July 25, 2014

Rebecca Houseman LeMire

City Clerk

www.beloitwi.gov

** Please note that, upon reasonable notice, at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's Office at 364-6680, 100 State Street, Beloit WI 53511.

RESOLUTION
CHANGING A POLLING PLACE FOR THE
AUGUST 12, 2014 PARTISAN PRIMARY ELECTION

WHEREAS, there is a Partisan Primary Election on August 12, 2014 in the City of Beloit; and

WHEREAS, voters in Wards 4, 5, and 6 usually vote at Gaston School, 1515 West Grand Avenue (formerly addressed 610 McKinley Street); and

WHEREAS, Gaston School is currently under construction, and the Beloit School District Administration has determined that there is not enough finished space in the building to conduct an election on August 12, 2014; and

WHEREAS, the governing body must establish the location of polling places at least 30 days prior to the election, per §5.25(3) of the Wisconsin Statutes; however this deadline was not able to be met because the Clerk's Office was not informed of the Beloit School District's decision until July 23, 2014; and

WHEREAS, Government Accountability Board Elections Division Administration Michael Hass issued a letter dated July 23, 2014, indicating that City Council action could change the location of a polling place after the deadline in these unique circumstances; and

WHEREAS, setting up the polling place outside the building or renting a portable trailer or other temporary structure to allow voting at this location may be inadequate and/or cost-prohibitive; and

WHEREAS, providing open and accessible polling places to the voters is extremely important, as is considering the prudent use of City tax dollars; and

WHEREAS, the City Clerk requests that the polling place for Wards 4, 5, and 6, who usually vote at Gaston School, be moved to Hackett School, 533 W. Grand Avenue, for the August 12, 2014 Partisan Primary Election only.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Beloit does hereby approve moving the Gaston School polling place (Wards 4, 5, and 6) to Hackett School, located at 533 W. Grand Avenue, for the August 12, 2014 Partisan Primary Election only.

BE IT FURTHER RESOLVED that the remaining eight polling places in the City of Beloit will continue to be used for this election, including Converse School (Wards 1, 2, and 3); Hackett School (Wards 4, 5, 6, 7, 8, and 9); Beloit Historical Society (Wards 10, 11, and 12); Beloit Public Library (Wards 13, 14, 15, and 22); First Congregational Church (Ward 16); Todd School (Wards 17 and 18);

McLenegan School (Wards 19, 20, and 21); and Central Christian Church (Wards 23 and 24); and that all efforts possible will be made to inform the voters of the temporary change.

Adopted this 28th day of July, 2014.

City Council of the City of Beloit

Mark Spreitzer, President

ATTEST:

Rebecca Houseman LeMire, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Request to move Gaston Polling Place for the August 12, 2014 August Primary Election only

Date: July 28, 2014

Presenter(s): Rebecca Houseman LeMire

Department(s): City Clerk

Overview/Background Information:

A Partisan Primary Election will take place in the City of Beloit on August 12, 2014. On July 23, 2014, the Beloit School District Administration informed the Clerk's Office that Gaston School could not be used as a polling place for this election due to construction. Per Wisconsin Statute §5.25(3), the City Council must establish the location of polling places at least 30 days prior to an election. However, the City Clerk was not informed of this decision until after this deadline. Michael Haas, Elections Administration Director of the Government Accountability Board, issued the attached letter explaining that the Council could change the location of this polling place less than 30 days before the election due to the unique circumstances and with the intent to inform voters of the change as soon as possible.

Key Issues (maximum of 5):

- Gaston School, located at 1515 West Grand Avenue, is not available for use as polling place on August 12, 2014.
- The Clerk is requesting that the voters in Wards 4, 5, and 6, who usually vote at Gaston School, be directed to Hackett School, 533 W. Grand Avenue, for this election only. Hackett School is already a polling place (Wards 7, 8, and 9), and is located only five blocks east of Gaston School. Hackett's gym, which is used as the polling place, is large enough to accommodate the additional electors. School is not in session during this election, so there will also be more parking available than usual. The voters in Wards 4, 5, and 6 will vote on the north side of the gym, and the voters in Wards 7, 8, and 9 will vote on the south side of the gym per usual.
- Voters will be notified of this change by various means including postings on doors of Gaston School; published Election Notices; a press release; articles in the Beloit Daily News and Shopping News; and postings on the City's website, at City Hall, the Beloit Public Library, and Grinnell Senior Center.

Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):

Consideration of this request supports *Strategic Goal #4*, which focuses on partnering with other jurisdictions to coordinate effective and efficient service delivery.

Sustainability:

- Reduce dependence upon fossil fuels – N/A
- Reduce dependence on chemicals and other manufacturing substances that accumulate in nature – N/A
- Reduce dependence on activities that harm life sustaining eco-systems – N/A
- Meet the hierarchy of present and future human needs fairly and efficiently – N/A

Action required/Recommendation:

- City Council consideration and adoption of the proposed Resolution

Fiscal Note/Budget Impact:

Attachments:

Resolution; July 23, 2014 Letter from Michael Haas, GAB

State of Wisconsin\Government Accountability Board

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JUDGE THOMAS H. BARLAND
Chair

KEVIN J. KENNEDY
Director and General Counsel

July 23, 2014

Rebecca Houseman LeMire
City Clerk
City of Beloit
100 State Street
Beloit, WI 53511

Dear Clerk LeMire:

I am writing to follow up on our telephone conversation today. You indicated that the Beloit School District has informed you that one of the public schools which the Beloit Common Council has designated as a polling place for the August 12, 2014 Partisan Primary will not be available due to renovations at the school. You stated that you were advised today that the school would not be available for use as a polling place.

As we discussed, Wis. Stat. §5.25(3) requires that polling places be established by municipal governing bodies at least 30 days before an election. Under the circumstances, however, if the School District does not permit access to the property due to the construction activity, it is our opinion that the City's only option is for the Common Council to meet and designate a new polling place location, as it is impossible at this point to comply with the 30-day requirement.

While the Statutes do not specifically address this situation, I would note that Wis. Stat. §7.37(1) authorizes election inspectors to relocate a polling place on Election Day whenever it become impossible or inconvenient to hold an election at a designated location. It seems clear that the preferable alternative would be for the Common Council to make that determination prior to the election rather than waiting to have a relocation decision made on Election Day by the election inspectors. We recommend that the Council's action be in the same form (resolution or motion) as was the original polling place designation, and that the Council's action or meeting minutes adequately reflect the reason for the polling place change.

We also discussed the importance of the Council acting in a timely manner so that the new polling location can be communicated to voters, candidates, and the public as soon as, and as widely as possible. Because the school has been used previously as a polling place, a sign should be posted on Election Day directing voters to the new location, and we encourage the City to communicate the change through the media and other outlets (City website, cable public access announcements, etc.) in the days leading up to the election.

Finally, once the new polling place is designated, our office will certainly work with you to ensure that all necessary election administration tasks due to the change are completed through the Statewide Voter Registration System. Thank you for your prompt attention to this matter,

and please feel free to contact me or our staff if you have any questions or we can be of assistance. I can be reached at michael.haas@wi.gov or 608-266-0136.

Wisconsin Government Accountability Board

A handwritten signature in black ink that reads "Michael Haas". The signature is written in a cursive style with a large initial "M".

Michael Haas
Elections Division Administrator