

**TOWN OF ELSMERE  
BOARD OF ELECTION  
MINUTES  
FEBRUARY 17, 2015  
COUNCIL CHAMBERS – 6:30 p.m.**

**CALL TO ORDER:** Chairman Eric Scott Thompson called the meeting to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Chairman Eric Scott Thompson – Present  
Ruthie Drummond-Parson – Present  
Claire Shelton - Present

**PUBLIC COMMENT:**

None

**APPROVAL OF MINUTES:**

None

**OLD BUSINESS:**

None

**NEW BUSINESS:**

The Board will review the applications of all candidates who filed for office and determine if each applicant has met the requirements to run for the office to which they have filed.

Town Manager John Giles stated that he has reviewed the applications which have been filed and he has been in contact with the State of Delaware Department of Elections who has notified him that all candidates who have filed have also filed the appropriate paperwork with the State of Delaware.

Town Manager John Giles stated that there are only two offices which are contested in this election and they are as follows:

Office of Mayor has Mr. Steven E. Burg and Mr. Richard A. Herold

Office of 4<sup>th</sup> District Councilmember has Mr. Andrew Favreau, Mr. Charles McKewen and Mr. Edward Zielinski, Jr..

**ACTION:** A motion was made by Chairman Eric Scott Thompson to certify that all applicants have met the requirements to run for the offices for which they have filed for the 2015 Municipal Election.

**VOTE:**            3-0                    All-in-favor                    Motion carried

Town Manager John Giles asked that the Board of Election certify and determine that the following unopposed candidates are elected to the office for which they have filed in accordance with Chapter 19 Section 19-13(A) of the Code of the Town of Elsmere.

- District 1 – Mr. John Jaremchuk
- District 2 – Mr. Ted Pfirrmann
- District 3 – Mr. Robert Kacperski
- District 5 – Mrs. Joann I. Personti
- District 6 – Ms. Deborah Norkavage

**ACTION:** A motion was made by Chairman Eric Scott Thompson to certify that the unopposed candidates of the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 5<sup>th</sup> and 6<sup>th</sup> Districts are deemed to have been elected to the office for which they have filed in accordance with Chapter 19, Section 19-13(A) of the Code of the Town of Elsmere.

**VOTE:**            3-0                    All-in-favor                    Motion carried

The Board will review the proposed election timeline and determine if any changes to that timeline are needed.

Town Manager John Giles presented the proposed election timeline.

Mayor Burg asked about absentee ballots and if the Town Employees would still be going to resident's homes to administer absentee ballots this year.

Town Manager John Giles stated that mailing the ballots is our standard procedure, however, any resident can request that the employee come to their home to administer the ballot. He further stated that certain reasons for voting absentee require the affidavit to be notarized and if the resident is unable to get to a notary the employees who administer the ballots are also Notaries.

Town Manager John Giles had Administrative Assistant Diana Reed explain the process that occurs when a resident requests and absentee ballot and which reasons require a notarization.

Councilman Kacperski asked if the residents have a deadline of 12:00 noon to deliver their ballots.

Town Manager John Giles stated that the ballots must be accepted until the close of polls the day of the election, however, you may only request a ballot until 12:00 noon the day before the election.

There was a lengthy discussion regarding the fact that only the resident can request an absentee ballot.

Town Manager John Giles stated that effective February 18, 2015 the two absentee ballot clerks will be Diana Reed and Jackie Moore. Furthermore, both clerks have been notified that they may not be out of the office on the same day until after the election has passed.

Mr. Ted Pfirrmann asked if he as a notary public could notarize someone's affidavit should they request it.

Town Manager John Giles stated that he is not seated as a Council Member yet, even though he has been pronounced to be elected. Therefore, he would recommend that Mr. Pfirrmann decline to complete the notarization, however, the Town does not have the authority to say that Mr. Pfirrmann cannot complete the notarization, so long as he follows the laws regarding notarization.

At this time there was a lengthy discussion where Town Manager John Giles explained how the process of counting the absentee ballots is going to be conducted.

The Board will review Ordinance 593 and determine if they would like to suggest any changes to the Ordinance prior to it being acted on by the Mayor and Council.

Town Manager John Giles presented Ordinance 593 as proposed.

There were no questions or recommended changes by the Board.

The Board will discuss the appointment of Absentee Election Judges (who handle the counting of Absentee Ballots) and the process to be used to appoint those judges.

Town Manager John Giles explained that this year the Board of Election will be tasked with appointed residents to serve on the Absentee Ballot Committee as Absentee Ballot Judges. These residents do not have to live in any specific district within the Town, but must reside within the Town. These residents will be tasked with opening and counting the votes which were submitted via absentee ballot and giving candidate and their challengers the ability to challenge any ballots which may have been received. Then, should any ballots be challenged, the Board of Election will hear testimony for or against the ballot which has been challenged and make a decision. He recommended that the Board appoint a 3 residents and to keep an odd number of members to avoid a tie vote.

The Board will discuss the search for potential poll workers.

Town Manager John Giles stated that the Mayor and Council will appoint poll workers for the election at their April 9, 2015 Council Meeting and asked if the Board of Election had any recommendations for poll workers please contact their council person.

The Board will discuss future meeting dates.

Town Manager John Giles asked that the Board determine a date which they would meet to appoint the Absentee Ballot Committee prior to April 17, 2015.

It was determined that the Board would check their calendars and contact Town Manager John Giles with potential meeting dates.

**ITEMS SUBMITTED BY BOARD OF ELECTIONS MEMBERS:**

None

**PUBLIC COMMENT:**

None

**ADJOURNMENT:**

**ACTION:** A motion was made by Chairman Eric Scott Thompson to adjourn the meeting.

**VOTE:**            3-0                    All-in-favor                    Motion carried

At this time the meeting was adjourned.

**These minutes summarize agenda and other issues discussed at this Board of Elections Meeting. Votes are recorded accurately. The audio tape(s) of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio tapes may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.**

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**ERIC SCOTT THOMPSON  
CHAIRMAN**