

**TOWN OF ELSMERE  
BOARD OF ELECTION  
MINUTES  
OCTOBER 31, 2015  
COUNCIL CHAMBERS – 1:00 p.m.**

**CALL TO ORDER:** Claire Shelton called the meeting to order at 1:00 p.m.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

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

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:**

5<sup>th</sup> District Councilwoman Joann I. Personti, 108 Jefferson Ave, stated that she had a concern regarding the fact that the proposed election date falls the week between Christmas and New Year's, and was wondering if any consideration would be made to move the date of the Election. She further stated that she wondered if it would help if Councilwoman Norkavage extended her resignation date to November 7<sup>th</sup> it would allow the election to be held during January and would help in the search for poll workers.

Town Manager John Giles stated that the options are limited at best because the Charter is very specific in stating that the election must occur within 60 days of the date of the vacancy, which in this case is November 1, 2015. This resignation was given at a public Council Meeting and accepted, and that he does not believe that you can change a date once that occurs. In addition, you have deadlines which are driven off of the Code and the date of the election which we cannot deviate from. He further believes that poll workers will not be an issue and that if any residents are not available that is why the Town has Absentee Ballots.

1<sup>st</sup> District Councilman John Jaremchuk, 300 Southern Road, stated that he would not be amenable to changing the date of the resignation because he believes that would be the equivalent of re-electing yourself after you have resigned.

At this time there was a brief discussion regarding the legality and possibility of changing the date of the resignation.

**OLD BUSINESS:** None

**NEW BUSINESS:**

The Board will discuss the need to hold a Special Election for the 6<sup>th</sup> Council District due to the resignation of Councilwoman Deborah Norkavage which is effective November 1, 2015.

Town Manager John Giles explained that Councilwoman Deborah Norkavage submitted her resignation at the October 8, 2015 Council meeting and made that resignation effective November 1, 2015.

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 timelines along with the code sections which drive those dates. He discussed that there is one date which occurs outside of the date driven by the code and that is the withdraw deadline and that is because the way the code reads the withdraw deadline would have been the same date of the filing deadline, he has discussed this with the New Castle County Department of Elections and they felt that moving that deadline by one week was appropriate and saw no conflict in moving that date.

There was a brief discussion regarding the filing deadline and whether the fact that there were several Holidays during November and whether that would affect the filing deadline. It was determined that the date is specific to the fact that it must be the 5<sup>th</sup> Monday prior to the election.

The Board will review Ordinance 607 and determine if they would like to suggest any changes to the Ordinance prior to final action by the Mayor and Council.

Town Manager John Giles presented Ordinance 607 and explained that there is one change and that is the time that the polls are open, the change was from 7am-5pm being open 7am-7pm at the recommendation of the Department of Elections. In addition, there will be 4 absentee ballot clerks because the two clerks he normally names will be away the last 3 days prior to the election.

The Board had no questions regarding this Ordinance.

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 stated that the election requires 3 Absentee Election Judges to open the absentee ballots and that if anyone knows of anyone willing to serve please have them contact Town Hall and we will appoint them at the next Board meeting. He further stated that he plans to begin with the 3 people who served for the General Election in April to see if they are available.

The Board will discuss the search for potential poll workers

Town Manager John Giles stated that there is a need of 7 poll workers, 4 of which must live within the 6<sup>th</sup> Council District, should any members of the Board know anyone willing to work please have them contact Town Hall so that they may be appointed by the Mayor and Council at the December 10, 2015 Council Meeting.

The Board will discuss future meeting dates.

Town Manager John Giles discussed that this item was covered under the election timeline and that the next meeting of this committee will be December 11, 2015 to remove non-compliant applicants.

**ITEMS SUBMITTED BY BOARD OF ELECTIONS MEMBERS:** None

**PUBLIC COMMENT:** None

**ADJOURNMENT:**

**ACTION:** A motion was made by Claire Shelton to adjourn the meeting.

**VOTE:** 2-0 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**