

# SPECIAL MEETING NOTICE

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## AGENDA

FOR THE *SPECIAL* MEETING  
OF THE CITY COUNCIL FOR  
THE CITY OF THORNE BAY, ALASKA  
THURSDAY, August 26, 2021

TIME: 5:30 p.m.

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LOCATION: **TELECONFERENCE/VIDEO CONFERENCING LINE**

Phone Number: 1-408-418-9388

Meeting Weblink:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=mfb7b0337363f1e15171213b68c68b79a>

Meeting number (access code): **2551 541 0687**

Password: **ebQsWxiy967** (32779949 from phones and video systems)

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1. CALL TO ORDER:
2. PLEDGE TO FLAG:
3. ROLL CALL:
4. APPROVAL OF AGENDA:
5. PUBLIC COMMENTS:
6. COUNCIL COMMENTS:
7. NEW BUSINESS:

How to conduct the two polling places in accordance with state law and to implement Ordinance 21-02-02-01. Consideration of:

- a) **Resolution 21-08-26-01**, directing the City Clerk to submit a request to the State Division of Elections that the Thorne Bay Voter Precinct Register be split into two registers, with one for registered voters at Thorne Bay City Hall and one for registered voters at Davidson Landing, **or**
- b) directing the City Clerk to prepare a copy of the current Thorne Bay Voter Precinct Register for use at the Davidson Landing Polling Place to keep a record of those persons who vote at Davidson Landing; **or**
- c) directing the City Clerk to establish Davidson Landing as a Polling Place for absentee ballots.

8. ADJOURNMENT:

POSTED: August 25, 2021

[www.thornebay-ak.gov](http://www.thornebay-ak.gov)

# Special City Council Meeting

Thursday, August 26<sup>th</sup>, 2021, 5:30 pm

## Meeting Link:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=mfb7b0337363f1e15171213b68c68b79a>

**Meeting number: 2551 541 0687**

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## AGENDA ITEM FOR BUSINESS:

### NEW BUSINESS

- a) Resolution 21-08-26-01 -

### Join by video system

Dial [25515410687@webex.com](https://25515410687@webex.com)

You can also dial 173.243.2.68 and enter your meeting number.

### Join by phone

+1-408-418-9388 United States Toll

Access code: 2551 541 0687



RESOLUTION 21-08-26-01  
CITY OF THORNE BAY

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THORNE BAY, ALASKA, TO IMPLEMENT ORDINANCE 21-02-02-21 DIRECTING THE CITY CLERK TO SCHEDULE THE 2021 REGULAR MUNICIPAL ELECTION FOR THE ELECTION OF 5 CITY COUNCIL SEATS; TO BE HELD ON TUESDAY, OCTOBER 5, 2021; DESIGNATING THE LOCATIONS OF POLLING PLACES AND ABSENTEE VOTING LOCATIONS

**WHEREAS**, the City Council is the governing body for the City of Thorne Bay Alaska; and

**WHEREAS**, the City Council may designate the location of polling places and absentee voting stations for municipal elections; and

**WHEREAS**, State Elections have only ONE (1) polling location and one precinct register for each precinct, in Thorne Bay's case, the precinct covers all residents within the boundaries of Thorne Bay; and

**WHEREAS**, the City Council on February 2, 2021, adopted Ordinance 21-02-02-01, which established two polling places within Thorne Bay's precinct boundaries for city elections only; and

**WHEREAS**, upon the City Clerk's request to the State Division of Elections for two precinct registers for the 2021, Regular Municipal Election, concerns were expressed about how the City would manage two live voting locations with only one precinct voter register; and

**WHEREAS**, the City Council held a special workshop on August 17<sup>th</sup> to discuss what implications two polling places may have on the City's election and how to address them and among the ideas discussed was to find out if the City had the option to establish its own precincts within Thorne Bay; and

**WHEREAS**, the City does not have the authority under state law to establish its own precincts; however, but the City could request that the State split the Voter Precinct Register and the

City would work with the State to accomplish this based on residents' voter registration addresses, and thus creating two registers, each containing separate voter names and addresses for the Thorne Bay precinct;

**WHEREAS**, there may not be sufficient time for the City and State to accomplish splitting the register for the October 5, 2021 municipal election; however, the City Clerk will work with the State to provide the information needed in order to accomplish this task in time for the October 2022 election;

**WHEREAS**, under state law the City could also have a copy of the current Voter Precinct Register at both polling places and allow anyone to vote at either location, with recordation of the persons voting and at which location; under this option, the City election officials would take all necessary steps to ensure that voters are allowed to vote once only;

**WHEREAS**, under state law the City could allow for only absentee voting at the Davidson Landing Polling place;

**WHEREAS**, it is the responsibility of the Council to determine which of these options to choose to implement ORDINANCE 21-02-02-21 for the 2021 Regular Municipal Election;

**NOW THEREFORE, BE IT RESOLVED** that the City Council for the City of Thorne Bay; direct the City Clerk to administer the 2021 Regular Municipal Election as follows by implementing one of the following three options:

**OPTION A**

- A. There shall be two (2) polling places open for voting on Election Day,
  - 1) City Hall Council Chambers;
  - 2) Davidson Landing Fire Hall.
  
- B. The Thorne Bay Precinct Voter Register will be divided into two separate registers.
  - 1) **Register #1** will include the list of all registered voters that reside in the Northside of the Bay, Float houses and within the Goose Creek Subdivision;
  - 2) **Register #2** will include the list of all registered voters that reside in South Thorne Bay Subdivision, South Arm Subdivision, Thorne Bay Addition #1.
  
- C. The official Polling Places for Registers 1 & 2 will be as follows:

- 1) **Register #1:** City Hall Council Chambers located at 120 Freeman Drive, Thorne Bay, AK 99919
- 2) **Register #2:** Davidson Landing, South Thorne Bay Subdivision, Thorne Bay, AK 99919

Any person wanting to vote outside of their designated polling location may do so by casting a “Questioned” ballot.

**Example:** Registered voter X resides in South Thorne Bay and is listed on Register #2, but shows up at the City Hall polling place to vote on Election Day. Her name does not appear on Register #1, the voter register at the City Hall polling place, due to where she resides. She may still vote at City Hall, but will cast a “Questioned Ballot” which will be counted the following Friday by the Canvassing Committee.

- D. The City Clerk will work with the State to provide all information needed to accomplish splitting the register for the 2021 municipal election. In the event there is not sufficient time for the State to split the register for the October 5, 2021 municipal election, the City Council directs the City Clerk to implement Option [INSERT HERE] below for the 2021 municipal election, and the City Clerk will work with the State to split the register for the 2022 municipal election.

## OPTION B

A copy of the Thorne Bay Precinct Voter Register will be placed each of the two polling places:

- 1) City Hall Council Chambers located at 120 Freeman Drive, Thorne Bay, AK 99919; and
- 2) Davidson Landing, South Thorne Bay Subdivision, Thorne Bay, AK 99919

Any registered voter may vote once only at one or the other of these polling places and the person voting will sign the register at the polling place at which they choose to vote.

The City election officials will take all necessary steps to ensure that each voter votes once only.

## OPTION C

The Davidson Landing polling place will be set up for absentee voting for the October 5, 2021 Regular Municipal Election for persons who choose to vote at the Davidson Landing polling place.

**BE IT FURTHER RESOLVED** that the following procedures will be followed for the closing of the Davidson Landing polling place and processing and counting of all absentee and questioned ballots:

1. At the close of Davidson Landing Polls, the Election Judges shall follow the procedures for closing of the polls as outlined in the Thorne Bay Municipal Code Section 2.28.340 Ballots-Counting and Tallying, Subsection (A).
2. After accounting for the total ballots cast to the total number of names on the ballot accountability register, ballots will be sealed into an envelope and placed into the Red Bag and locked with a plastic tag.
3. Ballots will then be transported to the City Hall Polls to be counted in the view of the public and in view of the Online WebEx Video stream.
4. Transportation of the Ballots will be done by at least two of the Appointed Election Judges which served at the Davidson Landing Polls, and shall be done as per the procedures outlined in the "Davidson Landing Poll Closing Procedures and Accountability Method"
5. Ballot Reading:  
Results will be reported from City Hall after the closing of the polls and after counting of both the City Hall and Davidson Landing Poll Ballots.
6. Absentee and questioned ballots received at the City Hall and Davidson Landing polling places will be processed and counted by the City election officials in accordance with normal procedures for these ballots.

**PASSED AND APPROVED:** August 26, 2021

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Cindy Edenfield, Mayor

ATTEST:

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Teri Feibel, CMC

## IMPLICATIONS ADDRESSED:

1. How will the City Clerk ensure that one person does not vote in each polling place?
  - i. By dividing the Precinct Register into two registers based on the voter's address, then a voter would only appear on one register.
  - ii. If a voter's name does not appear on the voter register, they may cast a questioned ballot<sup>1</sup>
  - iii. In the event there is only one register for both polling places, the City election officials will take all necessary steps to ensure that each voter is allowed to vote only once.
2. Could results be reported on Election Night if it was discovered someone voted twice?
  - i. With dividing the precinct register into two registers, it will prevent one's name from appearing on both registers. If the register is not divided into two registers, the steps taken by City election officials to manage voting to ensure voters are allowed to vote once only will work to preserve the integrity of the election.
3. Election Night Reporting: How would accountability from both polling locations be done at the end of the night?
  - i. At the close of Davidson Landing Polls, the Election Judges shall follow the procedures for closing of the polls as outlined in the Thorne Bay Municipal Code Section 2.28.340 Ballots-Counting and Tallying, Subsection (A).
  - ii. After accounting for the total ballots cast to the total number of names on the ballot accountability register, ballots will be sealed into an envelope and placed into the Red Bag and locked with a plastic tag.
  - iii. Ballots will then be transported to the City Hall Polls to be counted in the view of the public and in view of the Online WebEx Video stream.
  - iv. Transportation of the Ballots will be done by at least two of the Appointed Election Judges which served at the Davidson Landing Polls, and shall be done as per the procedures outlined in the "Davidson Landing Poll Closing Procedures and Accountability Method"
4. How would results be reported?
  - i. Results will be reported from City Hall after the closing of the polls and after counting of both the City Hall and Davidson Landing Poll Ballots.

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<sup>1</sup> Questioned Ballots – Questioned ballots are counted by the Canvassing Committee the Friday following the day of the Election. The Canvassing Committee determined whether or not a questioned ballot is counted by verifying with the Division of Election that the person is a registered voter of Thorne Bay and that he/she has not already cast a live ballot in another location.

# DAVIDSON LANDING POLL CLOSING PROCEDURES AND ACCOUNTABILITY METHOD

## Return the Red Bag to City Clerk at City Hall Deliver Voting Materials After Closing the Polls on Election Day

Once the voting has ended, Election Judges will follow the final procedures listed in the 'Election Judges Handbook'. Prepare and return the election materials as listed below:

- Place the signed ballot accountability and voter registers in the return envelope.
- Unlock the silver ballot box and pull out all ballots. Count each one and make sure that they add up to the number of signatures that you have on your Ballot Accountability Register.
- Place the Ballots into a large Tyvek envelope, seal it shut and then place into the Red Bag.
- Complete the ballot accountability report and place it in the return envelope provided.
- Place ballot stubs envelope in the return envelope.
- Place all remaining voting materials and supplies into the Red Bag.
- Zip the red bag shut and make sure it is completely closed against the black plastic end piece.
  - \* Check the black end piece to make sure there are no red plastic pieces in the security tab slots. Use a pen to dislodge stray pieces if needed.
  - \* Hook the end of the black clip attached to the zipper against the top of the black piece on the bag and press the clip down until it clicks shut.
  - \* Take a red security tab (one of those attached to this page) and push it into the 2 holes at the end of the black clip.
    - **IMPORTANT:** Record the Red Tag Number at the Top of the Ballot Accountability Register
  - \* The red bag is now ready for transport to the City Clerk's Office in the Thorne Bay City Hall.
  - \* Once the bag has been delivered to the City Hall polling location, the Election Judge that transported the materials will hand it over to the City Clerk to verify that the seal had not been broken.
  - \* The City Clerk will then count all of the ballots to confirm that they match the total number of voters listed on the Ballot Accountability Register.



## DAVIDSON LANDING POLL CLOSING PROCEDURES AND ACCOUNTABILITY METHOD

- \* City Clerk will then read the ballots out for the election judges to tally.
- \* At the end of the ballot counting, the Clerk and Election Judges will total the ballot counts from both Polling locations.

*\*\*Note: If it is necessary to re-open the sealed red bag, we have provided you with an extra red security tab.*

2021 Materials Return Instructions