City of Salisbury Election Board - Minutes

Tuesday, April 25, 2023

City County Government Building, Room 306

Members Present: Susan Carey, Chair, Harry Basehart, Secretary, and Lou Rimbach.

Others Present: Kim Nichols, City Clerk, Julie English, Assistant City Clerk. From the Wicomico County Board of Elections (WCBE): Dionne Church, Election Director; Bill Blockston, Deputy Director; Jocelyn Abbott Montgomery, Election Supervisor; and Veronica Fox, Election Program Assistant. Participating by phone: Judi East, Election Judge Coordinator and Paul Noranbrock, Election IT.

**Call Meeting to Order**

Susan Carey (participating by phone), Chair of the Salisbury Election Board, called the meeting to order at 2:04 P.M.

**Wicomico County Election Board Items - City Election Timeline Review**

* City Clerk announced that five council district polling places have been selected. #1-Fire Station 16, 325 Cypress St., #2-Oak Ridge Church, 361 Tilghman Rd., #3-Asbury United Methodist Church, 1401 Camden Ave., #4-Wicomico Presbyterian Church, 129 Broad St., Deaf Independent Living Associates (DILA), 806 Snow Hill Rd.
* WCBE Director covered the following:
	+ Ballot vendor for printing ballots has been selected.
	+ Delivery of voting equipment to polling places has been arranged.
	+ Official notice of the November 7 election has been prepared and will be published in *Salisbury Independent* and the Internet (City website and Facebook); four weeks prior to the election in the *Independent* and continual up to the day of the election for Internet.
	+ City Clerk noted that the City Council formally approved on April 24 a service and lease agreement with WCBE. Once Mayor Heath and City Council President sign she will then forward them to the WCBE Director.
	+ GIS street file for City Council districts was reconciled by WCBE and City GIS and sent to the City Clerk for proofing. City Clerk will send verification memo to WCBE Director.
	+ New Voter Notification Cards will be mailed to approximately 9,000 registered voters who are residing in council districts that are different from the 2019 election. Mailing procedure and month to send will be determined.
	+ Specimen ballot will be prepared by WCBE and proofed by the City Clerk.

**City Clerk and Salisbury Election Board Items**

* Polling Place rental agreements have been approved at four of the five locations, waiting on approval from Wicomico Presbyterian Church.
* All polling places have agreed to allow candidate yard signs on their property as long as State of Maryland guidelines on placement are followed. Yard signs must be removed as soon as the polls close (7:00 p.m.) at Oak Ridge Church and by Noon the day after the election at the other locations.
* Recommendations by the Salisbury Election Board to amend the following: Chapter 1.08 of the Salisbury City Code, entitled “Election Board,” and Chapter 1.12, entitled “City Campaign Advertising and Finance,” were considered by the Salisbury City Council. These recommendations, contained in Ordinance No. 2800, were approved on 1st reading.
* Recommendations by the Salisbury Election Board to amend the Salisbury Charter will have the 1st reading at the May 8 City Council meeting.
* Candidate filings have not changed. Candidates have filed for Mayor and Council districts 1 and 2.

**Miscellaneous**

* General discussion of the City Elections webpage, especially hyperlink “Election Districts Map-Enter Street Address to Determine Polling Place.” Discussion will continue at next meeting.
* Next meeting will be 2:00 p.m., Tuesday, May 23 at WCBE office, 345 Snow Hill Rd.

**Meeting adjourned at 3:07 p.m.**

Harry Basehart, Secretary

Minutes approved, June 20, 2023