

WAYNESBORO, VIRGINIA

JOINT CITY COUNCIL AND ELECTION BOARD MEETING MINUTES



Council for the City of Waynesboro, Virginia held a joint meeting with the Board of Elections on Tuesday, May 5, 2020 at 9:00 a.m. via “Zoom” with staff participating remotely due to the Coronavirus COVID-19 pandemic and the Governor’s limitation of social distancing:

- PARTICIPANTS:** Council Members: Terry Short, Jr., Mayor
 Bobby Henderson, Vice Mayor
 Bruce Allen, Council member
 Sam Hostetter, Council member
 Jeanie McCutcheon, Council member
- Board of Election: Elizabeth Bouldin-Clopton, Chair
 Frank Lucente, Vice Chair
 Robert Horowitz, Secretary
- City Staff: Mike Hamp, City Manager
 Jim Shaw, Deputy City Manager
 Julia Bortle, Clerk of the Council
 Lisa Jeffers, General Registrar
- City Attorney: Melisa Michelsen, Litton & Sipe, LLC

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:

Mayor Short opened the meeting, and he led everyone in the Pledge of Allegiance to the Flag of the United States of America.

AMEND AGENDA:

Council member McCutcheon moved to amend the agenda to include consideration for temporarily moving the polling location for the June 23, 2020 Primary election to a central location to comply with Executive Orders 51, 53, 55, and 59 and in accordance with the Code of Virginia. Having been seconded and with no objections, **the amended agenda was adopted 5:0:**

Mayor Short	Aye	Councilman Allen	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
		Councilwoman McCutcheon	Aye

MAY LOCAL ELECTION POLLING LOCATION:

The Electoral Board Secretary reviewed the purpose and considerations for temporarily moving the polling locations for the May 14, 2020 local election due to Executive Orders 51, 53, 55, and 59 and in accordance with the Code of Virginia.

The Board of Elections was approved by the State to consolidate the ward election districts to Westwood Elementary School; however, to meet the requirement of locating the polling location within

one mile of each of the ward boundaries, the recommended location was changed to Kate Collins Middle School. It provides area enough to accommodate separate and defined ward voting space to meet the Governor's social distancing guidelines, along with ample parking. The school principal and the School Superintendent are willing to work with the Board of Elections to make this possible. The Board of Elections is waiting for the State's approval for the different location.

Absentee voting is still the preferred method of voting for the May local elections due to the current COVID-19 pandemic, and Mr. Horowitz noted that they must also consider that these arrangements may be necessary for the June Republican Primary Election. The State Board of Elections and the City of Waynesboro will provide safety equipment, and the Board of Elections is asking for assistance from the City with advertising the change of voting locations with press releases and City website presence, and with soliciting personnel to help assist voters on Election Day.

Mr. Lucente asked about the status of a mailer to all registered voters that include an absentee ballot application and instructions on the temporary voting location. The City Manager and Mayor stated that due to the costs and time remaining before Election Day, a post card would reduce the cost and would include a weblink to apply online that would reduce the time required to qualify to vote. The post card will be reviewed with the Board of Elections prior to mailing. The Board of Elections is also looking into the possibility of eliminating the need for local voter mail to be processed in Richmond before being returned to Waynesboro for distribution, thereby reducing processing time.

The issue of provisional ballots was addressed. The Mayor suggested providing a provisional ballot station to inform those who may require them.

Council asked the Board of Elections to provide the Council members and staff with voting information, location, time, and instructions so they can be quickly and accurately respond to questions in addition to what is on the City's website.

Regarding witnesses, all May ballots require a witness when a ballot is completed. The witness is not required to be a registered voter. Witnesses for the June election is still being discussed. Absentee voting for the June Primary begins on May 8.

The Board of Elections asked Council to consider approving reassigning their part-time assistant to a full-time position for the May and June election sessions. The Mayor stated that the City Manager will consider the request.

Council member Allen moved to relocate the May 19, 2020 local election polling location to Kate Collins Middle School, 1625 Ivy Street, Waynesboro, for the local elections. Having been seconded and with no further discussion, **the motion was adopted 5:0:**

Mayor Short	Aye	Councilman Allen	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
		Councilwoman McCutcheon	Aye

JUNE PRIMARY ELECTION POLLING LOCATION:

As discussed, the June Primary Election polling location is to be changed to the Kate Collins Middle School location for the same reasons as given for the May local election.

Council member McCutcheon moved to relocate the June 23, 2020 Primary Election polling location to Kate Collins Middle School to comply with Executive Orders 51, 53, 55, and 59 and in accordance with the Code of Virginia for the Primary election. Having been seconded and with no further discussion, **the motion was adopted 5:0:**

Mayor Short	Aye	Councilman Allen	Aye
Vice Mayor Henderson	Aye	Councilman Hostetter	Aye
		Councilwoman McCutcheon	Aye

ADJOURN: Having no further business to discuss, Council member McCutcheon moved to adjourn the meeting. Having been seconded and with no objections, the meeting was adjourned at 9:38 a.m.:

Mayor Short	Aye	Council member Allen	Aye
Vice Mayor Henderson	Aye	Council member Hostetter	Aye
		Council member McCutcheon	Aye

Terry R. Short, Jr., Mayor

Robert Horowitz, BOE Secretary