

Minutes of Fergus Co. Commissioners Special Meeting
April 1, 2020 – 2:00 p.m.
Fergus County Commissioners
712 W. Main St., Suite 210
Lewistown, MT 59457

Present: Commissioner Ross Butcher, Commissioner Sandy Youngbauer and Clerk & Recorder Rana Wichman.
Commissioner Carl Seilstad was absent. Public present: See attached

CALL TO ORDER:

Commissioner Youngbauer called the meeting to order at 2:00 p.m.

PUBLIC COMMENT ON AGENDA ITEMS: None

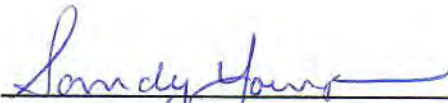
DISCUSSION /ACTION ITEMS:

- 1) Discussion and approval of June 2, 2020, Federal Primary Election as an all-mail ballot election: Commissioner Butcher moved to approve Clerk & Recorder Rana Wichman's request to conduct the June 2, 2020, Federal Primary Election as an all-mail ballot election. Commissioner Youngbauer seconded. Passed unanimously.

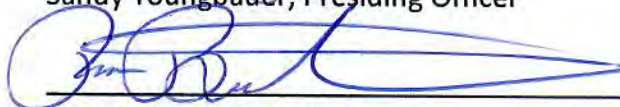
OTHER BUSINESS:

There will be a special meeting on April 3, 2020 regarding the Central Montana Health District and DES.

FERGUS COUNTY COMMISSIONERS:



Sandy Youngbauer, Presiding Officer



Ross Butcher, Commissioner

Attest:

Carl Seilstad, Commissioner

Rana J. Wichman, Clerk & Recorder

***Fergus County Clerk & Recorder
Fergus County Election Administrator***

Rana J. Wichman

712 W Main St., Suite 204

Lewistown, MT 59457

clerkrecorder@co.fergus.mt.us

Phone: 406-535-5242 Fax: 406-535-9023

April 1, 2020

Fergus County Commissioners
712 W Main Street, Suite 210
Lewistown, MT 59457

Dear Commissioners:

Pursuant to 13-19-203, MCA and the Governor's March 25, 2020 Directive Implementing Executive Orders 2-2020 and 3-2020 and providing for measures to implement the 2020 June primary election safely, I, Election Administrator Rana J. Wichman, have determined that a mail ballot election is the most economically and administratively feasible way of conducting the June 2, 2020 Primary Election. Accordingly, the written plan for the election is attached.

The Board of County Commissioners may object to the conduct of the June 2, 2020 Primary Election by mail ballot. In order to object, you would need to pass a resolution including a statement of the reasons for the objection, and file it with me no later than Wednesday, April 8, 2020 pursuant to 13-19-204, MCA.

Sincerely,



Rana J. Wichman

Fergus County Election Administrator



2020 Primary Election Mail Ballot Written Plan, Timetable and Instructions

DUE TO THE GOVERNORS EXECUTIVE ORDER ON 3/25/2020, ALL 2020 PRIMARY ELECTION MAIL BALLOT PLANS MUST BE RECEIVED BY SECRETARY OF STATE NO LATER THAN 60 DAYS BEFORE THE ELECTION ON **APRIL 3, 2020**. COMPLETE, SAVE AND EMAIL THIS FORM TO SOSELECTIONSHELP@SERVICE.MT.GOV. THIS DOCUMENT MAY BE AMENDED UNTIL THE 35TH DAY BEFORE THE ELECTION.

Written Plan		Response
1	Legal Name of Jurisdiction	Fergus County, Montana
2	Name of County or Counties Involved	Fergus County
3	Estimated # of Electors (including Active, Inactive, and Provisional in jurisdiction; Inactive voters are only provided ballots by request but should be included in estimate)	N/A
4	Type of Election (e.g., trustee/director/governing body, levy, bond, creation, etc.)	2020 Primary Election
5	Postage to return ballot paid by: elector or election office (& if insufficient, who pays)	Election Office
6	Describe procedures you will use to ensure security and transport of ballots	Ballots will be deposited in locked ballot box and secured in locked area. Any transportation of ballots will be conducted by at least two officials.
7	Ballots will be printed based on: precinct, ward, or district	Precinct
8	For school elections, specify signature verification procedures:	Not Applicable; not a school election
Timetable		Date
1	Date applicable documents sent to the governing body <i>No date set by law, but should be no later than 60 days before election. Documents include: 1) written plan; 2) statement of decision to conduct election by mail; 3) list of reasons for decision; and 4) statement regarding right of governing body to object under 13-19-204.</i>	N/A
2	Actual date of submission of plan, timetable, and instructions to Secretary of State (Must be received by Secretary of State by 5pm, on April 3 rd before election per Governors Executive Order – Directive on 3/25/2020.)	March 30, 2020
3	Last day for governing body to opt out of mail ballot (no later than 55 days before election – if the election is on a Tuesday, the last day to opt out is a Wednesday)	April 8, 2020
4	Secretary of State approves, disapproves or recommends changes to plan	Within 5 days of SOS receipt of plan
5	County election administrator publishes notices at least 3 times in the 4 weeks before the close of regular registration specifying close of voter registration and availability of late registration (For all non-school <i>and</i> school elections, to be published by the county election administrator at least 3 times in the 4 weeks preceding the close of registration, once per week. School clerks running school elections will need to coordinate with the county election administrator to have the county election administrator publish the notices of close of registration. 13-2-301)	May 9, 2020 May 16, 2020 May 23, 2020
6	Publish notice of election (All non-school elections: 13-1-108, MCA; school elections: 20-20-204, MCA. For school elections, notice must be published at least once between 40 and 10 days before the election in a newspaper (if there is one in the district) and in 3 public places in the district, and for 10 days prior to the election, on the district's website, if the district has an active website)	May 9, 2020 May 16, 2020 May 23, 2020
7	Close of regular voter registration (10 days before election per Governors Directive – Executive Orders 3/25/2020: move to 7 days before election when 10th day falls on a Saturday and Monday is a Holiday)	May 26, 2020
8	Beginning of late voter registration (applicable to all elections) (Late registration opens for all elections the day after the close of regular registration)	May 27, 2020
9	Specific date on which ballots will be mailed (Governors Executive Order states must be mailed 25 days before election day)	May 8, 2020
10	Election Day	June 2, 2020

Additional information (to access the sections of law below, visit <http://leg.mt.gov/bills/mca/index.html>):

N/A

Affirmation:

By entering my name on the line below, I affirm that I will conduct the election according to the written plan and timetable for conducting the election. I understand that any undeliverable ballots must be filed securely, retained and available for electors to vote and that I must attempt to contact electors whose ballots are undeliverable. If such electors cannot be contacted otherwise, electors in **odd-year elections** will be mailed a notice and the guidelines in [13-19-313, MCA](#) and [ARM 44.3.2710](#) will be followed. (For school trustee elections: If a school trustee election is cancelled for any reason, I understand I must follow the deadlines and process in [20-3-313 MCA](#).)

Rana J. Wichman

Name(s) of Election Administrator(s) Conducting Election

Complete the above plan, timetable and the instructions below and email to: SOSElectionsHelp@service.mt.gov.

REVISED March 27, 2020



MONTANA SECRETARY OF STATE
COREY STAPLETON

March 30, 2020

Rana J. Wichman
Election Administrator
Fergus County Election Office
712 W Main Street, Suite 204
Lewistown, MT 59457

Dear Rana:

On March 27, 2020, this office received your plan, timetable, and instructions for the following mail ballot election to be held on June 2, 2020:

◆ 2020 Federal Primary Election

As you are aware, the *Governor's* Directive implementing *Executive Orders 2-2020 and 3-2020* that was announced on March 25th, 2020 provides safety measures for the counties to "opt-in" and conduct the upcoming **2020 Primary Election** on June 2nd, as a mail ballot election.

After review, this office hereby approves the above plan, timetable, and instructions for the election. The election must be conducted in compliance with Title 13, Chapter 19 of the Montana Code Annotated and Rule 44, Chapter 3, Subchapter 27 of the Administrative Rules.

Also, Title 13, Chapter 2, Section 301 of the Montana Code Annotated now requires county election administrators to publish notice of the close of voter registration for all elections being conducted within a county – including school elections conducted by the school clerk. This will require coordination between the county elections office and school clerks to ensure that notices of the close of registration are published per the approved timetable.

Sincerely,

Lisa Schlosser

Lisa Schlosser
Elections Specialist

Sent by electronic mail