

## TOWN OF SLAUGHTER BEACH DELAWARE

### AN ORDINANCE TO ESTABLISH ELECTION PROCEDURES FOR GENERAL MUNICIPAL ELECTIONS HELD IN SLAUGHTER BEACH

WHEREAS, the Town of Slaughter Beach desires to hold municipal elections in an orderly manner in which all interested parties are given equal opportunity to vote;

WHEREAS, the Delaware municipal election laws provide municipalities with discretion in how they administer municipal election; and

WHEREAS, the Town of Slaughter Beach desires to establish procedures to ensure that municipal elections in the Town of Slaughter Beach are conducted in a fair and impartial manner.

NOW THEREFORE, BE IT HEREBY ENACTED by the Town Council of the Town of Slaughter Beach, a majority thereof concurring in Council duly met, that AN ORDINANCE TO ESTABLISH ELECTION PROCEDURES FOR GENERAL MUNICIPAL ELECTIONS HELD IN SLAUGHTER BEACH is hereby adopted as follows:

Section 1. Voting hours. For regular municipal elections held in Slaughter Beach, all polling places shall be open for voting for at least four (4) hours.

Section 2. Proof of Eligibility to Vote.

- a. Sussex County Property Tax Records considered proof of address. The most recent Sussex County Property Tax records available as of May 1<sup>st</sup> of the year in which an election will be held shall be considered proof of address for all individuals identified in those records as Slaughter Beach property owners. All individuals identified in the Sussex County Property Tax records or on the Supplemental List of Property Owners maintained in accordance with paragraph d. hereof shall only be required to provide proof of identity at the time of voting in any of the forms authorized by 15 Del. C. Chapter 75 ("Municipal Elections"). All individuals seeking to vote in a municipal election whose names do not appear on the Sussex County Property Tax records or the Supplemental List of Property Owners shall be required to provide proof of identity and proof of residence or ownership address at the time of voting.
- b. Publication of Sussex County Property Tax Records. Each year in which a municipal election is to be held, at least twenty (20) days prior to the date of the election, the Town of Slaughter Beach shall make the Sussex County Property Tax Records and the Supplemental List of Property Owners created pursuant to section (d) herein available for review by property owners in Slaughter Beach by posting the Sussex County Property Tax Records and Supplemental List of Property Owners on the town's website and providing a copy for review at the regularly schedule Town Council meeting immediately prior to the annual election. Property owners shall also be permitted to submit a request to the Town via telephone or electronic mail to

ascertain whether or not that individual is listed on the Sussex County Property Tax records or the Supplemental List of Property Owners.

- c. Notification. The Town newsletter (to be sent out no later than May 1 of each year) and the Notice of Elections posted by the Town shall include the ways in which property owners may review the Sussex County Property Tax Records and Supplement List of Property Owners to determine whether or not their names are listed in the Sussex County Property Tax Records or Supplemental List of Property Owners.
- d. Supplemental List of Property Owners. The Town of Slaughter Beach shall maintain a Supplemental List of Property Owners for those property owners whose names are not found in the Sussex County Property Tax Records and who have provided the Town with proof of address for purposes of voting in a municipal election. Once a property owner has provided proof of address, that individual's name and the address of the property owned by that individual shall remain on the Supplemental List of Property Owners until such time as the individual asks to have his or her name removed or until such time as the Town discovers the individual no longer owns property in Slaughter Beach.

### Section 3. Board of Elections.

- a. Appointment. The Board of Elections shall be appointed annually by the Town Council prior to the regularly scheduled Town Council meeting held in May of each year.
- b. Number of members. The Board of Elections shall consist of three (3) members qualified pursuant to the Town Charter to serve on the Board of Elections.
- c. Alternate members. If the Town Council decides to appoint one (1) or more individuals as alternate Board of Elections members, those individuals shall be ordered as first alternate, second alternate, third alternate, etc. In the event that a member of the Board of Elections resigns or is otherwise unable to fulfill his/her associated duties, the first alternate shall be sworn in as a Board of Elections member. Once an alternate has been sworn in as a member of the Board of Elections, the next vacancy on the Board of Elections shall be filled by the next alternate in the originally established order of alternates.

### Section 4. Absentee ballot voting.

Beginning with the municipal elections to be held in the year 2015, the Town of Slaughter Beach shall offer absentee ballot voting to those individuals qualified under the Town's Charter to vote using absentee ballots, which voting shall be conducted in accordance with the absentee ballot voting procedures outlined in 15 *Del. C. Ch. 75* ("Municipal Elections"), as it may be hereby amended from time to time, and in accordance with any other existing or future corresponding provisions of law.

**SYNOPSIS**

This ordinance establishes the hours during which polling places must remain open during municipal elections, and this ordinance provides procedures for the Town of Slaughter Beach and eligible voters to determine which individuals are qualified to vote in municipal elections. This ordinance outlines procedures governing the appointment of Board of Election members and initiates a process for offering absentee ballot voting beginning with the 2015 municipal elections.

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This will certify that this is a true copy of the Ordinance duly adopted by the Town Council of the Town of Slaughter Beach at a meeting at which a quorum was present on \_\_\_\_\_, 2015.

Attest: \_\_\_\_\_  
Secretary

\_\_\_\_\_  
Mayor

This shall certify that a public hearing on the foregoing ordinance was held on January 19, 2015, at 3:00 p.m., at the Slaughter Beach Volunteer Fire Company Fire Hall and that Notice of such hearing was given as follows:

- (a) Notice was posted on 12/18/14 (being at least thirty (30) days before the date of the hearing) at the Slaughter Beach Volunteer Fire Company Fire Hall and at the Town bulletin board and telephone pole across the street.
- (b) Notice was mailed, via regular mail, on 12/18/14 (being at least thirty (30) days before the date of the hearing) to all taxpayers and property owners at their addresses as shown on the Town's tax records and to non-property owning residents at their last known addresses as provided to the Town.
- (c) Notice was published in the Delaware State News on 12/19/14 (being at least fifteen (15) days before the date of the hearing) or bordered in black in the legal notices section.

So Certifies:

Date: \_\_\_\_\_

\_\_\_\_\_  
Mayor