

# ADMINISTRATIVE REPORT

**To:** Matt Grose / School Board

**From:** Kara Lundin

**Date:** December 14, 2022

**Strategic Aim:** Effective and Efficient Systems

**Topic of Report:** Resolution Establishing Combined Polling Places for Certain Multiple Precincts and Designating Hours During Which the Polling Places will Remain Open for Voting for School District Elections Not Held on the Day of a Statewide Election

**Recommended Board Action:** Approve Resolution

**Date of Board Action:** December 19, 2022

## **Report:**

Identification of combined polling places needs to occur by December 31st. The proposal is to simplify our polling locations to one polling location in each community where we have an educational site.

Simplifying the number of polling places is important for two main reasons since the school district is responsible for a special election. First, election judges are difficult to find, as evidenced by the last special election held by the district. Second, having fewer sites will reduce the cost of the election.

As usual, individuals wishing to vote by mail may request an absentee ballot, and would also be able to vote by "absentee ballot in person", sometimes known as early voting.

I recommend approving the resolution.

EXTRACT OF MINUTES OF A MEETING  
OF THE SCHOOL BOARD  
OF INDEPENDENT SCHOOL DISTRICT NO. 318  
(ITASCA COUNTY)  
STATE OF MINNESOTA

HELD: December 19, 2022

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 318 (Itasca County), State of Minnesota, was duly held in said district on the 19<sup>th</sup> day of December, 2022, at 6:30 o'clock p.m., for the purpose in part, of establishing combined polling places for school district elections not held on the day of a statewide election.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ moved the adoption of the following resolution:

RESOLUTION ESTABLISHING COMBINED POLLING PLACES FOR CERTAIN  
MULTIPLE PRECINCTS AND DESIGNATING HOURS DURING WHICH THE POLLING  
PLACES WILL REMAIN OPEN FOR VOTING FOR SCHOOL DISTRICT  
ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION

BE IT RESOLVED by the School Board of Independent School District No. 318, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated for use as a polling place by a county or municipality. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election in the calendar year following the adoption of this resolution:

COMBINED POLLING PLACE

Cohasset Community Center  
305 NW 1<sup>st</sup> Avenue  
Cohasset, MN

This combined polling place serves all territory in Independent School District No. 318 located in the City of Cohasset, Bass Lake Precinct, Wellers-McCormick Precincts 1 and 2, and Sugar Lake Precinct; Itasca County, Minnesota.

COMBINED POLLING PLACE

The Edge Center for the Arts  
101 Second Avenue  
Bigfork, MN

This combined polling place serves all territory in Independent School District No. 318 located in the City of Bigfork, the City of Effie, Bearville Township, Carpenter Township, Pomroy Township, Liberty Township, Long Lake Precinct, McLeod Precinct, North Unorganized Precinct, Stokes Township, Bigfork Township, City of Squaw Lake, Alvwood Township, Ardenhurst Township, Good Hope Township, Grattan Township, Kinghurst Township, Max Township, Moose Park Township, Nore Township, Third River Township, and Winnibigoshish Precinct; Itasca County, Minnesota.

COMBINED POLLING PLACE

Grand Rapids Area Library  
140 NE 2<sup>nd</sup> Street  
Grand Rapids, MN

This combined polling place serves all territory in Independent School District No. 318 located in the City of Grand Rapids, Precincts 1, 2, 3 and 4, the City of La Prairie, Trout Lake Township, Arbo Township, Balsam Township, Deer Lake Precinct, Grave Lake Precinct, Wabana Township, Harris Township, Wildwood Township, Spang Township, Splithand Township, the City of Warba, Blackberry Township, Feely Township, Gran Precinct, Sago Township, and Wawina Township; Itasca County, Minnesota.

3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditor of Itasca County within 30 days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate County

Auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

The motion for the adoption of the foregoing resolution was duly seconded by \_\_\_\_\_ . On a roll call vote, the following voted in favor:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA     )  
                                      )SS  
COUNTY OF ITASCA        )

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 318 (Itasca County), Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said district duly called and held on the date therein indicated, so far as such minutes relate to the establishment of combined polling places and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Clerk