



MEMO

DATE: October 12, 2022
TO: City Council and City Manager Greg Buckley
FROM: Jamie Jackson, City Clerk/Human Resources Director
SUBJECT: Monthly Updates

ELECTIONS:

The next election is November 8, 2022. Both polling places will be open from 7:00am to 8:00pm and fully staffed utilizing the electronic poll books that were rolled out at the August Partisan Primary. Staff anticipates that even with a large turnout of voters, lines will be kept to a minimum with the increase in the number of check-in points due to the badger book implementation.

Absentee ballots have been available by mail since the end of September. As of October 11, there have been 711 ballots mailed to voters with valid requests on file. Of those 711 issued, 264 have been returned with all required signatures, etc. to be counted.

Due to a recent court ruling, municipal clerks are no longer able to make minor corrections to ballot certificate envelopes upon receipt. Previously, if a voter's witness missed something simple and the correction for the omission was clear, clerks could edit the envelope to include the missing information, for instance, adding an omitted zip code. Of the ballots received back so far, 7% of them have been returned with omitted information requiring the clerk to contact the voter to get the issues resolved prior to election day for their ballot to be counted at the polls. Lack of accurate contact information (i.e. phone number, email address) make it difficult to reach many of these voters and results in a lot of time spent making these contacts.

In-Person Absentee Voting Days & Times:

Location: City Hall, 1717 E. Park Street, Two Rivers
Dates: Tuesday, October 25 – Friday, October 28
Monday, October 31 – Friday, November 4
Time: 8:00 am to 4:30 pm





**TWO
RIVERS**
WISCONSIN

CITY CLERK

1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087



Options for Registering to Vote:

Voter registration can take place all the way up until Election Day. To save time, on Election Day, consider registering to vote prior to the Friday before the Election.

Registering to Vote Online (until October 19):

Go to <https://myvote.wi.gov/>. If your address is up to date at the Department of Motor Vehicles you should be able to complete the entire registration process online.

Register to Vote at the Clerk's Office (Now – November 4)

Stop by City Hall, 1717 E. Park Street, Two Rivers along with your photo ID and a valid proof of residence.

Voter Registrations after October 19th must be done in person at the Clerk's Office

Register to Vote by Mail (until October 19):

Mail your Voter Registration Application to: City Clerk, PO Box 87, Two Rivers, WI 54241

Voter Registrations after October 19th must be done in person at the Clerk's Office

Upcoming presentations on elections include:

- Community Conversation at Lester Public Library – City Clerk will be present to demo the new badger books and answer any election related questions. Thursday, October 12th 6:00 PM.
- Program on “Getting Your Name on the Ballot” – Clerks from Two Rivers, Manitowoc, and Manitowoc County will assist in a virtual presentation hosted by the League of Women Voters.

HUMAN RESOURCES UPDATES:

- Recent Retirements:
 - o Vicky Berg, Zoning Administrator/Inspections Assistant – September 2022
- Upcoming Retirements:
 - o Dan Glaser, Certified Meter Technician – December 2022
 - o Brian Kohlmeier, Chief of Police – December 2022
- Current Recruitments:
 - o Recreation Clerk – Deadline 10/24/22
 - o Zoning Administrator – Deadline 11/1/22
- New Hires:
 - o Matt Heckenlaible, Public Works Director/City Engineer – Began 9/26/22 part-time, will be full-time effective 10/25/22
 - o Steven Gretz, Electric Meter Technician – Began 10/10/22
 - o Bo Skornicka, Certified Water Operator – Began 10/10/22



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OPERATOR’S LICENSES ISSUED:

On May 4, 2020 the City Council authorized the City Clerk to issue Operator’s Licenses. The following licenses have been issued since the 9/19/2022 Council meeting:

<u>Name</u>	<u>Address</u>	<u>Duration</u>
Savannah R. Arndt	1708 Meadowbrook Dr, Manitowoc	2 years
Alazay R. DeGroot	813 29 th St, Two Rivers	2 years
Kelly J. Erickson	2004 Madison St, Two Rivers	1 year
Hope A. Hagenow	1711 Daisy Ln, Two Rivers	Temporary
Colleen I. Inman	1818 30 th St, Two Rivers	Temporary
Thomas B. Kroll Jr.	15836 Sawyer Ave., Markham IL	1 year
Beatrice J. Leurquin	1112 34 th St, Two Rivers	2 years
Odessa E. Moore	1209 School St, Two Rivers	1 year
Barbara L. Schweitzer	610 35 th St, Two Rivers	Temporary



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