

RESOLUTION**A RESOLUTION OF THE ST. JOSEPH COUNTY INDIANA ELECTION BOARD DELEGATING POWERS AND DUTIES IMPOSED UPON THE ELECTION BOARD TO THE CIRCUIT COURT CLERK WHENEVER FACILITIES OF THE CLERK'S OFFICE MAKE IT MORE REASONABLE AND EFFICIENT FOR THE CLERK TO DO SO FOR THE 2022 ELECTION CYCLE**

WHEREAS, it is in the best interest of the St. Joseph County voting public to be assured safe and fair elections.

WHEREAS, early voting through absentee ballot has become popular among St. Joseph County voters.

WHEREAS, military and overseas voters and voters who cannot make it to the polls on Election Day, also cast absentee ballots prior to Election Day.

WHEREAS, the St. Joseph County Clerk's Office receives thousands of absentee ballots during early voting in primary and general elections, from military and overseas voters and from voters who cannot make it to the polls on Election Day.

WHEREAS, the St. Joseph County Clerk is tasked with the responsibility of accepting and housing absentee ballots.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE ST. JOSEPH COUNTY ELECTION BOARD, AS FOLLOWS:

SECTION 1. Pursuant to IC 3-6-5-19 to approve the circuit court clerk exercising the powers and performing the duties imposed upon the Election Board by IC 3-11-10-10 whenever the facilities of the clerk's office make it more reasonable and efficient for the clerk to do so. Any action taken by the clerk in this regard is considered an action of the board:

During the period that absentee ballots are being received, each county election board shall keep the ballots in cabinets, boxes, or a room upon which there are two (2) locks, one (1) for each of the appointed members of the board. Each day the absentee ballots shall be placed in the cabinets, boxes, or room under the direction of the appointed members of the board. If an appointed member cannot be present each day, then that member shall designate someone from the member's political party to be present with the key to the lock at the time the ballots are secured and at the time the lock is opened the next day. The key of each appointed member of the board shall be kept secure in the manner determined by that appointed member.

SECTION 2. Pursuant to IC 3-6-5-19 to approve the circuit court clerk exercising the powers and performing the duties imposed upon the Election Board 3-11.5-4-5, whenever the facilities of the clerk's office make it more reasonable and efficient for the

clerk to do so. Any action taken by the clerk in this regard is considered an action of the board:

Upon receipt of the absentee ballot and not later than election day, the county election board, or the absentee board members in the office of the circuit court clerk, shall compare the signature of the voter on the absentee ballot application, or, if there is no application, with the signature on the electronic poll book, with the signature on:

- (1) the voter's absentee ballot envelope; or
- (2) the computerized list if there is no envelope.

(b) If a county election board finds that the signature on a ballot envelope or transmitted affidavit is genuine, the board shall enclose immediately the accepted and unopened ballot envelope, together with the voter's application for the absentee ballot, in a large or carrier envelope. If the county election board does not unanimously determine that the signature on a ballot envelope is genuine, the board shall also write on the ballot envelope described in subsection (c) or the transmitted affidavit from a voter under IC 3-11-4-6, the words "SIGNATURE DISPUTED". The board shall enclose in the same carrier envelope all absentee ballot envelopes and applications for the same precinct.

(c) The envelope shall be securely sealed and endorsed with the name and official title of the circuit court clerk and the following words: "This envelope contains an absentee ballot and must be opened only on election day under IC 3-11.5."

SECTION 3. The above approval shall be applied retroactively and proactively to the 2022 election cycle.

RESOLVED THIS 7TH DAY OF OCTOBER 2022.

APPROVED:

ST. JOSEPH COUNTY ELECTION BOARD

Michelle Engel, Chair

Rita Glenn, Secretary

Tom Dixon, Member

ATTEST:
