

FILED
09-13-2024
Clerk of Circuit Court
Racine County
2024CV001232
Honorable David W.
Paulson
Branch 6

STATE OF WISCONSIN CIRCUIT COURT RACINE COUNTY

GARY HENDRICKSON
3020 95th Street
Sturtevant, WI 53177

and

ANGELA BARTZEN
7420 Latigo Circle
Franksville, WI 53126

Plaintiffs,

Case No.: 24-CV-_____
Code No.: 30704, 30701, 30952

v.

CITY CLERK FOR THE CITY OF RACINE
730 Washington Ave, Room 103
Racine, WI 53403,

Defendant.

SUMMONS

THE STATE OF WISCONSIN to each person named above as a Defendant:

You are hereby notified that the Plaintiffs named above have filed a lawsuit or other legal action against you. The Complaint, which is attached, states the nature and basis of the legal action.

Within twenty (20) days of receiving this Summons, you must respond with a written answer, as that term is used in Wis. Stat. Ch. 802, to the Complaint. The Court may reject or disregard an answer that does not follow the requirements of the Statutes. The answer must be sent or delivered to the Court, whose address is Racine County Circuit Courthouse, 730 Wisconsin Avenue, 8th Floor, Racine, Wisconsin 54303, and to the Plaintiffs' attorneys, the Law

Firm of Conway, Olejniczak & Jerry, S.C., 231 S. Adams Street, Green Bay, Wisconsin 54301.

You may have an attorney help or represent you.

If you do not provide a proper answer within twenty (20) days, the Court may grant judgment against you for the award of money or other legal action requested in the Complaint, and you may lose your right to object to anything that is or may be incorrect in the Complaint. A judgment may be enforced as provided by law. A judgment awarding money may become a lien against any real estate you own now or in the future, and may also be enforced by garnishment or seizure of property.

Dated this 13th day of September, 2024.

LAW FIRM OF CONWAY, OLEJNICZAK & JERRY, S.C.
Attorneys for Plaintiffs.

By: Electronically signed by Kurt A. Goehre
Attorney Kurt A. Goehre, State Bar No. 1068003

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832415.016:5153834

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COMPLAINT

NOW COMES the above-named Plaintiffs, Gary Hendrickson and Angela Bartzen, by their attorneys, the Law Firm of Conway, Olejniczak & Jerry, S.C., who complain and allege against the above-named Defendant as follows:

NATURE OF THIS ACTION

1. Elections are critical to our representative Republic and, as the Wisconsin Supreme Court has recently emphasized, “protecting the integrity and reliability of the electoral process, as well as promoting the public's confidence in elections . . . are always exceedingly important.” *Milwaukee Branch of NAACP v. Walker*, 2014 WI 98, ¶ 73, 357 Wis. 2d 469, 504–05, 851 N.W.2d 262, 279–80

2. The Legislature for the State of Wisconsin has the sole authority to enact laws relating to suffrage. Wis. Const. art. III, § 2; art. IV, § 1.

3. Election inspectors are the individuals authorized by statute to, among other things, work, oversee, and administer elections at polling places on Election Day and are a type of “election official,” which is defined as “an individual who is charged with any duties relating to the conduct of an election.” Wis. Stat. §§ 5.02(4e), § 7.37.

4. Prior to November 30th of any odd-numbered year, the two major political parties, generally the Republican and Democratic Parties, may submit names of election inspector nominees equal to at least the number of election inspectors to which the party is entitled for each polling place pursuant to Wis. Stat. § 7.30(1)(a) and, thereafter, the municipal governing body appoints election inspectors to a two-year term on or before December 31st of an odd-numbered year.

5. Furthermore, state law requires that appointments of election inspectors must be made from the lists of the nominees submitted by the political parties, as long as such nominees are made available by the political parties. Wis. Stat. §§ 7.30(4)(b)2.a, and 7.30(4)(c).

6. In other words, if party lists have been timely received the Republican or Democratic Parties, positions must be filled from the lists until the names on those lists have been depleted

7. Plaintiffs were properly nominated by the Republican Party and, thereafter, appointed to work as election inspectors in the City of Racine by the City of Racine Common Council on December 5, 2023.

8. Despite being qualified, nominated, and properly appointed, the City Clerk for the City of Racine failed to schedule, or take the necessary steps to allow, Plaintiffs to serve as

election inspectors, or otherwise prohibited Plaintiffs from performing duties as election inspectors, in the City of Racine for the August 13, 2024 Partisan Primary, despite scheduling 90 unaffiliated election inspectors to work that election.

9. Contrary to Wis. Stat. § 7.30 and Wisconsin Elections Commission (“WEC”) guidance, the City Clerk for the City of Racine prohibited or otherwise excluded Plaintiffs, who were nominated by the Republican Party of Racine County to act as election inspectors and who were previously appointed by the Racine Common Council to serve in such a capacity, from acting as election inspectors during the August 13, 2024 Partisan Primary.

10. This is an action against the City Clerk for the City of Racine, seeking an injunction prohibiting Defendant from violating Wis. Stat. § 7.30, which requires that individuals submitted by the two major political parties be allowed to act as election inspectors, and perform such duties, before individuals not affiliated with such political parties be allowed to serve as election inspectors, and an order requiring that Plaintiffs, and other individuals nominated to act as election inspectors in the City of Racine by the Republican Party of Racine County, be scheduled and allowed to serve as election inspectors in the City of Racine for the upcoming November 5, 2024 election, and a declaration that Defendant has violated the law by refusing to allow Plaintiffs and other Republican Party election inspectors to serve as election inspectors at polling locations before utilizing unaffiliated election inspectors.

PARTIES

11. The Plaintiff, Gary Hendrickson (“Hendrickson”), is an adult individual and U.S. citizen, who resides at 3020 95th Street, Sturtevant, Wisconsin 53177.

12. Hendrickson is a registered and qualified elector, and a resident of Racine County, but does not reside in the City of Racine.

13. Hendrickson's normal polling place for voting purposes is located in the Village of Sturtevant, Wisconsin.

14. Hendrickson was not a candidate for any office that was on the ballot or voted for in the August 13, 2024 Partisan Primary, or any other prior election in 2024, and is not a candidate for any office on the ballot or to be voted for in the November 5, 2024 General Election.

15. No family member of Hendrickson was a candidate for any office that was on the ballot or voted for in the August 13, 2024 Partisan Primary, or any other prior election during 2024, and no such family member is a candidate for any office on the ballot or to be voted for in the November 5, 2024 General Election.

16. Hendrickson is qualified to act and serve as an election inspector, is able to read and write the English language, has a general knowledge of election laws in Wisconsin, and is capable of, and is of sound mind and able to, understand directives related to election administration.

17. Hendrickson was able and ready to serve as an election inspector for all past elections during 2024 and, likewise, is able and ready to serve as an election inspector for all of the upcoming elections through 2025.

18. The Plaintiff, Angela Bartzen ("Bartzen"), is an adult individual and U.S. citizen, who resides at 7420 Latigo Circle, Franksville, Wisconsin 53126.

19. Bartzen is a registered voter and qualified elector, and a resident of Racine County, but does not reside in the City of Racine.

20. Bartzen's normal polling place for voting purposes is located in the Village of Caledonia.

21. Bartzen was not a candidate for any office that was on the ballot or voted for in the August 13, 2024 Partisan Primary, or any other prior election, and is not a candidate for any office on the ballot or to be voted for in the November 5, 2024 General Election.

22. No family member of Bartzen was a candidate for any office that was on the ballot or voted for in the August 13, 2024 Partisan Primary, or any other prior election during 2024, and no such family member is a candidate for any office on the ballot or to be voted for in the November 5, 2024 General Election.

23. Bartzen is qualified to act and serve as an election inspector, is able to read and write the English language, has a general knowledge of election laws in Wisconsin, and is capable of, and is of sound mind and able to, understand directives related to election administration.

24. Bartzen was able and ready to serve as an election inspector for all past elections during 2024 and, likewise, is able and ready to serve as an election inspector for all of the upcoming elections through 2025.

25. The Defendant, City Clerk for the City of Racine, Wisconsin, including its office, employees, and representatives (collectively "City Clerk" or "Defendant"), is located at 730 Washington Ave, Room 103, Racine, Wisconsin 53403.

26. The current individual holding the position and title of City Clerk is Tara McMenamin.

27. The City Clerk is responsible for, among other things, the administration of elections in the City of Racine, including training election inspectors and scheduling election inspectors to work at polling locations in the City of Racine on Election Day.

JURISDICTION AND VENUE

28. Jurisdiction is appropriate in the State of Wisconsin as the parties reside within the State of Wisconsin and the conduct challenged herein was carried out in the State of Wisconsin.

29. Venue is appropriate in Racine County pursuant to Wis. Stat. 801.50(2)(a) and (c).

BACKGROUND FACTS

30. Plaintiffs are affiliated with the Republican Party and were previously nominated by the Republican Party of Racine County, prior to November 30, 2023, to serve as election officials, more specifically identified as election inspectors, in the City of Racine pursuant to Wis. Stat. § 7.30. Attached as **Exhibit A** is a copy of the submission by the Republican Party to the City of Racine, Racine Mayor Cory Mason, and the City Clerk, enclosing a list of its nominees, which includes Plaintiffs, and which has been redacted to exclude non-party phone numbers and e-mail addresses.

31. Similar to the Republican Party of Racine County, the Democratic Party of Racine County also nominated individuals to serve as election inspectors in the city of Racine. *See Exhibit A*, which includes a copy of the submission by the Democratic Party of Racine County to the Racine Mayor Cory Mason and the City Clerk.

32. Prior to their nomination to serve as election inspectors, Plaintiffs confirmed to the Republican Party of Racine County that they were ready, willing, and able to serve as election inspectors in the City of Racine from January 1, 2024 to at least December 31, 2025.

33. In total, the Republican Party specifically nominated 55 individuals to serve as election inspectors in the City of Racine, including Plaintiffs. *See Exhibit A*, with the names of

Republican Party election inspector nominees, as well as the names of 40 individuals nominated by the Democratic Party.

34. On December 5, 2023, and with the City Clerk in attendance, the City of Racine Common Council considered the nominations submitted by the Republican Party as part of Item No. 1118-23. *See* a recording of that December 5, 2023 Common Council meeting at: https://cityofracine.granicus.com/player/clip/596?view_id=1&meta_id=97116&redirect=true (last visited Sept. 12, 2024)(see 33:45 – 47:11 of the video recording related to the discussion and passage of Item No. 1118-23).

35. On December 5, 2023, Plaintiffs, and all other individuals nominated by the Republican Party, were approved and appointed to serve as election officials in the City of Racine. Attached as **Exhibit B** is a copy of the published meeting minutes from the December 5, 2023 meeting of the City of Racine Common Council, and as **Exhibit C** is a copy of the Legislative Report indicating that the “list of 2023-2024 Election Officials is approved as submitted” along with a copy of the list of Republican Party nominees who were appointed or approved of by the City of Racine Common Council, including Plaintiffs, and record of passage.

36. During that same meeting, the City of Racine Common Council also approved 15 polling locations in the City of Racine for the August 13, 2024 Partisan Primary and the November 5, 2024 General Election, which was included in Item No. 1116-23. Attached as **Exhibit D** is a copy of the Resolution approving Item No. 1116-23 and the corresponding list of polling locations.

37. Shortly thereafter, Plaintiffs received a correspondence from the City Clerk for the City of Racine requesting that each respond via e-mail to clerks@cityofracine.org if they accept the position of election inspector for the 2024-2025 Election Cycle.

38. Both Plaintiffs responded to the City Clerk by indicating that they accept the invite to be an election inspector and, thereafter, they completed all paperwork that they were told was necessary to be an election inspector in the City of Racine.

39. Plaintiff Hendrickson was scheduled, and worked, as an election inspector for the City of Racine on April 2, 2024, the date of the Spring Election, at the Gilmore School polling location in the City of Racine.

40. Despite Plaintiff Hendrickson performing his duties as an election inspector on April 2, 2024, he was not contacted to work, and was not scheduled to work, at any polling location in the City of Racine for the August 13, 2024 Partisan Primary.

41. Similarly, in the spring of 2024, Plaintiff Bartzen inquired with the City Clerk about when she might be able to attend training and be scheduled to work at a polling location in the City of Racine.

42. Ultimately, Bartzen was informed there was no more training sessions available and, thereafter, she was never contacted by the City Clerk and she was never scheduled to work at any polling location in the City of Racine for the August 13, 2024 Partisan Primary.

43. Upon information and belief, in July or early August 2024, the City Clerk scheduled election inspectors to work at polling locations in the City of Racine for the August 13th Partisan Primary and notified such election inspectors of their assignment.

44. Despite being qualified, nominated, and appointed, the Plaintiffs were neither contacted by the City Clerk nor scheduled by the City Clerk to work as election inspectors for the August 13th Partisan Primary.

45. In total, Defendant refused to schedule or allow 47 individuals (including Plaintiffs) who were previously nominated by the Republican Party, and later appointed by the

City of Racine Common Council, to serve as election inspectors related to the August 13th Partisan Primary.

46. Based on a response dated August 30, 2024 from the City of Racine to an open records request asking for the list of election inspectors who were scheduled to work the August 13, 2024 Partisan Primary at polling locations, or at City Hall central count, the following demonstrates the election inspectors by political party affiliation who actually worked at polling locations on August 13, 2024 in the City of Racine:

- a. 8 Republicans
- b. 7 Democrats
- c. 90 Unaffiliated

Attached as **Exhibit E** is a true and correct copy of the City of Racine's August 30, 2024 response to the open records request.

47. Upon information and belief, Defendant knowingly and deliberately rejected Plaintiffs and other Republican Party election inspectors and, instead, scheduled individuals to act as election inspectors who were not affiliated with either the Republican Party or Democratic Party, which is contrary to law.

48. As set forth in § 7.30 titled "Appointment of Election Officials," Wisconsin law is clear that "all inspectors" working polling locations "shall be affiliated with one of the 2 recognized political parties which received the largest number of votes for president, or governor in nonpresidential general election years, in the ward or combination of wards served by the polling place at the last election." Wis. Stat. §§ 7.30(2)(a), and (4)(b)2.a.

49. Furthermore, for so long as any nominees from either the Republican or Democratic political parties are available, “appointments may be made only from the lists of nominees submitted” by those political parties. Wis. Stat. § 7.30(4)(c).

50. Likewise, WEC has repeatedly instructed municipal clerks that election inspectors nominated by the Democratic and Republican Parties must be given priority before any unaffiliated individuals are selected or scheduled to work polling locations as election inspectors.

51. For example, the Commission’s “Election Administration Manual” provides as follows in relation to election inspectors:

When Lists are Received from One or Both Parties:

* * *

Appointments must be made from the lists submitted by the parties for as long as election inspector positions are available. If party lists have been timely received, **positions must be filled** from the lists until the names on those lists have been depleted.

Wis. Elec. Comm’n, *Election Administration Manual*, pp. 125, Aug. 2024, located at: <https://elections.wi.gov/sites/default/files/documents/EA%20Manual-August%202024.pdf> (last visited on September 12, 2024)(emphasis added). A copy, in pertinent part, is also attached as

Exhibit F.

52. Likewise, the Commission’s “Election Day Manual” provides the following instruction to clerks:

If lists of nominees are received from the two dominant political parties before the November 30 of odd-numbered years deadline, the election inspectors must be appointed from the lists. If no nominations, or an insufficient number of names, are submitted, the board of election commissioners shall appoint (or the mayor, president or chairperson of a municipality may nominate) qualified electors of the municipality without regard to party affiliation.

Wis. Elec. Comm'n, Election Day Manual, pp. 9-10, Aug. 2024, located at:

<https://elections.wi.gov/sites/default/files/documents/ED%20Manual-February%202024.pdf> (last visited on Sept. 12, 2024). A copy, in pertinent part, is also attached as **Exhibit G**.

53. Similarly, in a Notice from WEC sent to the City Clerk on October 3, 2023, WEC reminded the City Clerk that “[w]hen lists of Election Inspector nominees are submitted by one or both Parties, appointments must be made from the lists submitted by the Party for as long as Election Inspector positions are available.” Wis. Elec. Comm’n, *Memorandum: Appointment of Election Inspectors from Lists Submitted by Political Parties*, p. 4, Oct. 3, 2023, located at: <https://elections.wi.gov/sites/default/files/documents/Partisan%20Appointment%20of%20Inspectors%20memo%2010%203%202023.pdf>. A copy is also attached as **Exhibit H**.

54. Accordingly, the City Clerk is required to allow Plaintiffs and the other Republican Party nominees, who were subsequently approved of or appointed, to serve as election inspectors before any unaffiliated individual is scheduled or allowed to serve as election inspectors.

55. Additionally, the City Clerk is prohibited from rejecting or otherwise not scheduling Plaintiffs and the other Republican party nominees, who were subsequently approved of or appointed, simply because they were nominated by the Republican Party.

56. Defendant has no authority to unilaterally reject, disregard, or prevent properly nominated and appointed election inspectors by the two dominant or recognized political parties, such as Plaintiffs, from performing their duties as election inspectors when positions are available, and before allowing unaffiliated individuals from filling those roles.

57. Upon information and belief, unaffiliated individuals received preferential treatment and/or Defendant improperly discriminated against Plaintiffs and the other Republican

Party nominees simply due to their political party affiliation in relation to serving as election inspectors for the August 13th Partisan Primary.

58. The Plaintiffs are qualified to serve, and therefore have a right to serve, as election inspectors in the City of Racine and ensure that the election is being administered in accordance with the laws of the State of Wisconsin, and Plaintiffs have been harmed as a result of the City Clerk's unlawful actions.

59. If the City Clerk is allowed to continue to prevent or prohibit Plaintiffs from serving as election inspectors in the City of Racine, and in a manner contrary to law, it will only cast doubt on the administration of our elections and cause a lack of voter confidence in our electoral process.

COUNT I: INJUNCTIVE RELIEF

60. Plaintiffs incorporate by reference the previously alleged paragraphs as if fully set forth herein.

61. Defendant violated Wis. Stat. § 7.30 by rejecting or otherwise failing to allow Plaintiffs, and others previously nominated by the Republican Party, to serve and act as election inspectors in the City of Racine for the August 13th Partisan Primary before utilizing election inspectors not affiliated with either the Republican or Democratic Parties at polling locations.

62. Upon information and belief, the City Clerk has operated, and will continue to operate, polling locations in the City of Racine in a manner contrary to law due to failing to schedule or otherwise allow Plaintiffs, and others previously nominated by the Republican Party and appointed to serve as election inspectors, from serving and acting as election inspectors in the City of Racine and in a manner that is contrary to Wis. Stat. § 7.30.

63. Plaintiffs, and others previously nominated by the Republican Party and appointed to serve as election inspectors, will suffer irreparable harm from the City Clerk's refusal to allow them to serve and act as election inspectors in the City of Racine for the November 5, 2024 General Election in violation of Wis. Stat. § 7.30.

64. As Plaintiffs have no other adequate remedy at law, injunctive relief is warranted.

COUNT II: DECLARATORY RELIEF

65. Plaintiffs incorporate by reference the previously alleged paragraphs as if fully set forth herein.

66. The interests of Plaintiffs and the City Clerk are adverse.

67. The controversy is ripe for a judicial determination as to whether the City Clerk's interpretation and application of Wis. Stat. § 7.30 is in accordance with the law.

68. Plaintiffs are entitled to a declaration that Defendant violated Wis. Stat. § 7.30 by rejecting or otherwise failing to allow Plaintiffs, and others previously nominated by the Republican Party and appointed to serve as election inspectors, from serving and acting as election inspectors in the City of Racine for the August 13, 2024 Partisan Primary before allowing and/or scheduling election inspectors not affiliated with either the Republican or Democratic Parties.

69. Such judicial determination is necessary to terminate the controversy between the parties, and to clarify Wisconsin law in anticipation of future elections.

COUNT III: WRIT OF MANDAMUS

70. Plaintiffs incorporate by reference the previously alleged paragraphs as if fully set forth herein.

71. Plaintiffs have a clear legal right to serve as election inspectors in the City of Racine before election inspectors not affiliated with either the Republican or Democratic Parties.

72. The City Clerk has a clear and unequivocal legal obligation to schedule or otherwise take whatever steps necessary to allow Plaintiffs to perform duties of an election inspector at polling locations in the City of Racine for the November 5, 2024 General Election.

73. Plaintiffs will suffer irreparable harm if the City Clerk and its office do not comply with its duties as prescribed by Wis. Stat. § 7.30.

74. An order or writ of mandamus is required to compel the City Clerk to adhere to its duties and administer the upcoming election in accordance with Wisconsin law and, in particular, order the City Clerk to schedule or otherwise take whatever steps necessary to allow Plaintiffs, and others previously nominated by the Republican Party and appointed to serve as election inspectors, to perform duties of an election inspector in the City of Racine for the November 5, 2024 General Election.

RELIEF REQUESTED

The Plaintiffs demand Judgment against the City Clerk as follows:

1. An immediate restraining order entered against the City Clerk and prohibiting the City Clerk from violating Wis. Stat. § 7.30, and prohibiting the City Clerk from precluding or restricting Plaintiffs, and others previously nominated by the Republican Party and appointed, from acting as election inspectors in the City of Racine for the November 5, 2024 General Election in a manner that is contrary to Wis. Stat. § 7.30 as described herein.

2. A temporary and permanent injunction prohibiting the City Clerk from violating Wis. Stat. § 7.30, and prohibiting the City Clerk from precluding or restricting Plaintiffs, and others previously nominated by the Republican Party and appointed, from acting as election

inspectors in the City of Racine for November 5, 2024 General Election in a manner that is contrary to Wis. Stat. § 7.30 as described herein.

3. A declaration that the City Clerk violated Wis. Stat. § 7.30 by allowing individuals unaffiliated with either the Republican Party or Democratic Party to serve as election inspectors, before allowing Plaintiffs, and others previously nominated by the Republican Party and appointed to serve as election inspectors, to serve and act as election inspectors in the City of Racine for the August 13, 2024 Partisan Primary.

4. An order directing the City Clerk to schedule, train, and otherwise take whatever steps necessary to allow Plaintiffs, and others previously nominated by the Republican Party and appointed, to act as, and perform duties of, election inspectors at polling locations in the City of Racine for November 5, 2024 General Election, and post a copy of the Court's order and a notice in the entrance way to the City Clerk's office and on the City Clerk's website.

5. All statutory costs and disbursements incurred in pursuing this action.

6. Judgment for such other and further relief the Court may deem just and equitable.

Dated this 13th day of September, 2024.

THE LAW FIRM OF CONWAY, OLEJNICZAK & JERRY, S.C.
Attorneys for the Plaintiffs.

By: Electronically signed by Kurt A. Goehre
Attorney Kurt A. Goehre, State Bar No. 1068003

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E-mail: kag@lcojlaw.com

832415.016:5153834

Election Inspectors Nomination List



Sent via e-mail and USPS

To: Mayor Cory Mason
Clerk Tara McMenamin
City of Racine
730 Washington Avenue
Racine, WI 53403
tara.mcmenamin@cityofracine.org


Pursuant to Wis. Stat. §7.30, and for the purposes of nominating Republican Election Inspectors in Racine County,

I, Andrew Docksey, Chairman of the Racine County Republican Party hereby nominate the named individuals below.

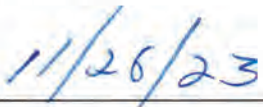
Certification

I, hereby, certify that each nominee whose name appears on this list has been contacted individually and each nominee on this list has agreed to serve as an election inspector.

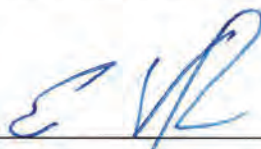
SEE ATTACHED FOR LIST OF ELECTION INSPECTOR NOMINEES




County Party Chair Andrew Docksey



Date



County Party Secretary Eric Vandyke



Date

Please do not hesitate to contact me with any questions or if you need any additional information.

Andrew Docksey
262-994-6712
racinegop@gmail.com

NOMINATIONS LIST

Frank Angelini
6131 Regency Hills Drive
Racine, WI 53406

[REDACTED]
[REDACTED]

Alan Baker
4819 Lazywood Court
Mount Pleasant, WI 53403

[REDACTED]
[REDACTED]

Angela Bartzen
7421 Latigo Circle
Franksville, WI 53126

[REDACTED]
[REDACTED]

Jim Bell
11918 Four Mile Road
Franksville, WI 53126

[REDACTED]
[REDACTED]

Renee Bradley
1020 Monroe Avenue
Racine, WI 53405

[REDACTED]
[REDACTED]

Mike Brehm
2423 Monroe Avenue
Racine, WI 53405

[REDACTED]

Robert Brochhausen
1523 92nd Street
Sturtevant, WI 53177

[REDACTED]
[REDACTED]

Kenneth Brown
610 Main Street Suite 400
Racine, WI 53403

[REDACTED]
[REDACTED]

Clinton Buchanan
3501 Gehrand Court
Union Grove, WI 53182

[REDACTED]
[REDACTED]

Charles Cooper
1317 West Boulevard
Racine, WI 53404

[REDACTED]

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NOMINATIONS LIST

Colleen Cox
716 Cleveland Avenue
Racine, WI 53405

[REDACTED]
[REDACTED]

Helen Deleon
1248 Indiana Street
Racine, WI 53405
262-994-8035

[REDACTED]

Timothy Dixon
5444 Heidi Lane
Caledonia, WI 53402
262-989-9555

[REDACTED]

Theresa Dixon
5443 Heidi Lane
Caledonia, WI 53402

[REDACTED]
[REDACTED]

Jill Dock
1931 Regal Court
Racine, WI 53406

[REDACTED]

Robert Dock
1931 Regal Court
Racine, WI 53406

[REDACTED]
[REDACTED]

Robert Erd
1238 Kingston Avenue
Racine, WI 53402
262-308-3021

[REDACTED]

William Farnsworth
2908 92nd Street
Sturtevant, WI 53177

[REDACTED]

Michael Farrington
1414 Crabapple Drive
Racine, WI 53404

[REDACTED]
[REDACTED]

Kari Farrington
1414 Crabapple Drive
Racine, WI 53404

[REDACTED]
[REDACTED]

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NOMINATIONS LIST

Kytravien Fleming
1319 Chicago Street
Racine, WI 53405

[REDACTED]
[REDACTED]

Sara Gloeckler
117 13th Avenue
Union Grove, WI 53182

[REDACTED]
[REDACTED]

Dale Friend
5414 Norman Street
Mount Pleasant, WI 53406

[REDACTED]
[REDACTED]

Richard Govednik
1916 Wisconsin Avenue #204
Racine, WI 53403

[REDACTED]
[REDACTED]

Tim Gaffney
15941 Durand Avenue Lot 59C
Union Grove, WI 53182

[REDACTED]
[REDACTED]

Christine Grady Miller
3837 Colorado Court
Caledonia, WI 53404

[REDACTED]
[REDACTED]

Jennifer Garity
2028 Sandstone Court
Mount Pleasant, WI 53406

[REDACTED]
[REDACTED]

Kelly Gronli
8708 Broadway Drive
Sturtevant, WI 53177

[REDACTED]
[REDACTED]

LouAnne Gitzlaff
3227 Southwood Drive
Mount Pleasant, WI 53406

[REDACTED]
[REDACTED]

Monique Gutenkunst
4717 Lathrop Avenue
Mount Pleasant, WI 53403

[REDACTED]
[REDACTED]

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NOMINATIONS LIST

Nicole Halvorson

708 Bass Drive

Waterford, WI 53185

[REDACTED]

[REDACTED]

Gwen Keller

2529 76th Street

Franksville, WI 53126

[REDACTED]

[REDACTED]

Tamara Handler

3663 Britton Ridge

Union Grove, WI 53182

[REDACTED]

[REDACTED]

Jack Kotleski

711 Harmony Drive

Racine, WI 53402

[REDACTED]

[REDACTED]

Kristen Hartung

1839 Coach House Court

Mount Pleasant, WI 53406

[REDACTED]

[REDACTED]

Terry Kueker

3900 N Main Street #320

Racine, WI 53402

[REDACTED]

[REDACTED]

Mary Heffel

5947 Sandy Lane

Mount Pleasant, WI 53406

[REDACTED]

[REDACTED]

Gloria Kueker

3900 N Main Street #320

Racine, WI 53402

[REDACTED]

[REDACTED]

Gary Hendrickson

3020 95th Street

Sturtevant, WI 53177

[REDACTED]

[REDACTED]

Richard Legois

2900 Crossway Road

Burlington, WI 53105

[REDACTED]

[REDACTED]

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NOMINATIONS LIST

Jonathan Lisowski
4528 Carter Drive
Caledonia, WI 53402

[REDACTED]
[REDACTED]

Frank Souto
716 Cleveland Avenue
Racine, WI 53405

[REDACTED]
[REDACTED]

Michael Mac Donald
4505 W 6 1/2 Mile Road
Caledonia, WI 53108

[REDACTED]
[REDACTED]

Jim Tresemer
2124 Geneva Street
Racine, WI 53402

[REDACTED]
[REDACTED]

Martin Prujansky
1635 College Avenue
Racine, WI 53403

[REDACTED]
[REDACTED]

Laura Treserner
2124 Geneva Street
Racine, WI 53402

[REDACTED]
[REDACTED]

Cheryl Sands
19 Virginia Street
Racine, WI 53405

[REDACTED]
[REDACTED]

Scott Uren
5008 Pinetree Circle
Racine, WI 53402

[REDACTED]
[REDACTED]

Donna Scott
34820 Walburg Lane
Burlington, WI 53105

[REDACTED]
[REDACTED]

Pamela Uren
5008 Pinetree Circle
Racine, WI 53402

[REDACTED]
[REDACTED]

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NOMINATIONS LIST

Linda Von De Bur
1237 Joans Avenue
Racine, WI 53402

[REDACTED]
[REDACTED]

Harold Von De Bur
1237 Joans Avenue
Racine, WI 53402

[REDACTED]
[REDACTED]

Doug Wielgat
107 Crabtree Lane

[REDACTED]
[REDACTED]

[REDACTED]

Scott Woiak
8537 Hwy V
Caledonia, WI 53108

[REDACTED]
[REDACTED]

Jamie Zengota
2801 Ashand Avenue
Racine, WI 53403

[REDACTED]
[REDACTED]

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Cory Mason
Mayor, City of Racine
730 Washington Ave
Racine, WI 53403


Tara McMenamin
Clerk, City of Racine
730 Washington Ave Rm 103
Racine, WI 53403

November 2, 2023

Dear Mayor Mason and Clerk McMenamin:

On behalf of the Democratic Party of Racine County, and pursuant to Wis. Stat. §§ 7.30 and 7.52, enclosed please find the Democratic nominees for the position of Election Inspector at polling places and the municipality's alternate absentee canvass site, or "central count," if in use. As required by Wis. Stat. § 7.30(4)(b), we certify that we or our designee has contacted each nominee who appears on the enclosed list and that each nominee has agreed to serve as an election official. We further certify that, as of the date each nominee was contacted and to the best of our ability to verify, they were an eligible elector of Racine County. In addition, we have marked nominees who are eligible electors of the City of Racine and are accordingly eligible to serve at central count pursuant to Wis. Stat. § 7.52(1)(b).

Best regards,


Meg (Nov 9, 2023 14:27 CST) (sign)

Meg Andrietsch
Chair
Democratic Party of Racine County


Jim Poplawski (Nov 6, 2023 06:09 CST) (sign)

Jim Poplawski
Secretary
Democratic Party of Racine County


Poll Worker Nomination Letters


Final Audit Report


2023-11-09


Created:	2023-11-03
By:	Caroline Hutton (caroline.hutton@wisdems.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAzr1YqNnaWA7zM2ButV7-J11KM6adLqQB


"Poll Worker Nomination Letters" History


 Document created by Caroline Hutton (caroline.hutton@wisdems.org)
2023-11-03 - 1:05:44 AM GMT


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2023-11-03 - 1:07:44 AM GMT


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 Email viewed by jpops@att.net
2023-11-06 - 12:07:49 PM GMT

 Signer jpops@att.net entered name at signing as JimPoplawski
2023-11-06 - 12:09:51 PM GMT

 Document e-signed by JimPoplawski (jpops@att.net)
Signature Date: 2023-11-06 - 12:09:53 PM GMT - Time Source: server

 Email viewed by megwi@aol.com
2023-11-09 - 8:24:17 PM GMT

 Signer megwi@aol.com entered name at signing as Meg
2023-11-09 - 8:27:10 PM GMT

 Document e-signed by Meg (megwi@aol.com)
Signature Date: 2023-11-09 - 8:27:12 PM GMT - Time Source: server



✔ Agreement completed.
2023-11-09 - 8:27:12 PM GMT

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DEMOCRATIC PARTY OF RACINE COUNTY
 List of Election Inspector Nominees - November 2023

First Name	Last Name	Street Address	Mailing City	ZIP Code	Email Address	Phone Number	Voting Municipality	Notes
Christina	Boyle	838 College Ave	Racine	53403			CITY OF RACINE - RACINE COUNTY	
Karla	Burks	1308 Franklin	Racine	53403			CITY OF RACINE - RACINE COUNTY	
Letha	Chattman	1522 Lathrop Ave	Racine	53405			CITY OF RACINE - RACINE COUNTY	
Natalie S	Chulew	2615 N Main St	Racine	53402			CITY OF RACINE - RACINE COUNTY	
Floraine C	Clarke	1732 Fleet Ave	Racine	53405			CITY OF RACINE - RACINE COUNTY	
Charles E	Cushing	4100 Haven Ave	Racine	53405			CITY OF RACINE - RACINE COUNTY	
Donna Lee	Delmar	109 Westminster Sq	Racine	53402			CITY OF RACINE - RACINE COUNTY	
Jean M	Fell	3502 15th St	Racine	53405			CITY OF RACINE - RACINE COUNTY	
ETHEL	GATES	1525 11TH ST	RACINE	53403			CITY OF RACINE - RACINE COUNTY	
Richard A	Glasenapp	813 Echo Ln	Racine	53406			CITY OF RACINE - RACINE COUNTY	
Christine	Golden	1319 Hamilton St	Racine	53404			CITY OF RACINE - RACINE COUNTY	
JoAnn	Goodyear	723 Orchard Street	Racine	53405			CITY OF RACINE - RACINE COUNTY	
Lawrence	Haas	5355 Valley Trl	Wind Point	53402			VILLAGE OF WIND POINT - RACINE COUNTY	
Bonnie J	Harian	1539 Packard Ave	Racine	53403			CITY OF RACINE - RACINE COUNTY	
John G	Hillicka	4100 Haven Ave	Racine	53405			CITY OF RACINE - RACINE COUNTY	
Kathleen M	Holley	620 Ohio St	Racine	53405			CITY OF RACINE - RACINE COUNTY	
Stephanie D	Honeycutt	729 Westlawn Ave	Racine	53405			CITY OF RACINE - RACINE COUNTY	
Charlie	Johnson	835 Villa Street	Racine	53403			CITY OF RACINE - RACINE COUNTY	
Diane	Johnson	2627 Loraine Ave	Racine	53404			CITY OF RACINE - RACINE COUNTY	
Dorothy J	Jones	2823 Carpenter Ave	Racine	53403			CITY OF RACINE - RACINE COUNTY	
Monica	Lascon	3133 Kearney Ave	Racine	53403			CITY OF RACINE - RACINE COUNTY	
Janice	Limperis	333 Lake Ave Apt 609	Racine	53403			CITY OF RACINE - RACINE COUNTY	
Cornie	Madsen	2923 Webster Street Lower	Racine	53403			CITY OF RACINE - RACINE COUNTY	
Stanley	McCane	2318 16th st	Racine	53405			CITY OF RACINE - RACINE COUNTY	
Patricia	McMillian	806 3 Mile Rd	Racine	53402			CITY OF RACINE - RACINE COUNTY	
Jesus	Mora	1745 Orchard St	Racine	53405			CITY OF RACINE - RACINE COUNTY	
Diana	Murguia	3112 spruce st	Racine	53403			CITY OF RACINE - RACINE COUNTY	
Mary	Myers	2838 Illinois St	Racine	53405			CITY OF RACINE - RACINE COUNTY	
Jill Christi	Neider	1915 Deane Blvd	Racine	53403			CITY OF RACINE - RACINE COUNTY	

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DEMOCRATIC PARTY OF RACINE COUNTY
 List of Election Inspector Nominees - November 2023

CITY OF RACINE - RACINE COUNTY						
First Name	Last Name	Street Address	Mailing City	ZIP Code	Email Address	Phone Number
Susan	Ness	1653 Chatham Street	Racine	53402		
Bettie	Pocle	1721 Arlington Avenue	Racine	53403		
Lula	Reed	1306 N Wisconsin St	Racine	53402		
Latorie Patrice	Shaw	3729 Clairmont St	Racine	53406		
Dora L	Simpson	1231 Geneva St	RACINE	53404		
Nicole L	Smart	1932 Russel St	Racine	53405		
Cristina	Soria	1745 Orchard Street	Racine	53405		
John	Surendonk	1622 College Ave	Racine	53403		
Lance	Thompson	2309 Grove Ave	Racine	53405		
Nichole A	Urban	427 Blaine Ave	Racine	53405		
Melissa	Warner	333 Lake Ave Apartment 208	Racine	53403		

Notes

CITY OF RACINE - RACINE COUNTY
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City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes - Final

Common Council

Alder Jeff Coe
Alder Mollie Jones
Alder Olivia Davis
Alder Amanda Paffrath
Alder Melissa Kaprelian
Alder Jeffrey Peterson
Alder Maurice Horton
Alder Marcus West
Alder Terry McCarthy
Alder Sam Peete
Alder Mary Land
Alder Henry Perez
Alder Renee Kelly
Alder Alicia Jarrett
Alder Cory Sebastian

Tuesday, December 5, 2023

6:00 PM

City Hall, Room 205

A. Call To Order

PRESENT: 14 - Coe, Jones, Davis, Paffrath, Kaprelian, Peterson, Horton, West, McCarthy, Peete, Land, Perez, Kelly and Sebastian

EXCUSED: 1 - Jarrett

B. Pledge of Allegiance To The Flag

Mayor Mason led the council in the Pledge of Allegiance to the Flag.

C. Approval of Journal of Council Proceedings (Minutes) November 21, 2023

A motion was made by Alder McCarthy, seconded by Alder Sebastian to Approve the Minutes. The motion **PASSED** by the following vote:

AYES: 14 - Coe, Jones, Davis, Paffrath, Kaprelian, Peterson, Horton, West, McCarthy, Peete, Land, Perez, Kelly and Sebastian

EXCUSED: 1 - Jarrett

D. Proclamations

Universal Declaration of Human Rights Day

[1152-23](#)

Subject: Universal Declaration of Human Rights Day

E. Public Comments

The following people appeared to speak before the Common Council:

*Michael Schrader
Alison Gatons*

F. Committee Reports

Finance and Personnel Committee Report, by Ald. West

[1092-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of AT&T c/o the Claims Center, LLC for consideration for disallowance.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the claim be disallowed.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1093-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Renee Schoff for consideration for disallowance.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the claim be disallowed.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1094-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Jeffrey and Nancy Mueller for consideration for disallowance.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the claim be disallowed.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1095-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Delesia Jackson for consideration for disallowance.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the claim be disallowed.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1096-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Marianne Goodwin for consideration for disallowance.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the claim be disallowed.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1098-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Matthew Britson for consideration for disallowance.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the claim be disallowed.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1099-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Attorney's Office, submitting the claim of Steven R. Panyk for consideration for disallowance.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the claim be disallowed.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1114-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Clerk, requesting permission that the list of alternate early absentee voting locations for all elections in the 2024 calendar year be approved.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the list of alternate early absentee voting locations for all elections in the 2024 calendar year be approved.

Fiscal Note: N/A

A motion was made by Alder West, seconded by Alder McCarthy, that this Communication be Approved. The motion PASSED by the following vote:

AYES: 13 - Coe, Jones, Davis, Paffrath, Kaprelian, Peterson, Horton, West, McCarthy, Peete, Land, Perez and Sebastian

NOES: 1 - Kelly

ABSENT: 1 - Jarrett

[1115-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Clerk, requesting permission to enter into an agreement with the Wisconsin Election Commission for a memorandum of understanding relating to badger books.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the City Clerk be authorized to enter into an agreement with the Wisconsin Election Commission for a memorandum of understanding relating to badger books.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1116-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Clerk, requesting permission that the list of voting locations for all elections in the 2024 calendar year be approved.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the list of voting locations for all elections in the 2024 calendar year be approved.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1118-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Clerk, requesting permission to submit the 2024-2025 Election Officials for approval.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the 2024-2025 Election Officials be approved.

Fiscal Note: N/A

A motion was made by Alder West, seconded by Alder McCarthy, that this Communication be Approved. The motion PASSED by the following vote:

AYES: 12 - Coe, Jones, Davis, Paffrath, Kaprelian, Peterson, Horton, West, McCarthy, Peete, Land and Sebastian

NOES: 2 - Perez and Kelly

ABSENT: 1 - Jarrett

[1123-23](#)

Subject: Communication sponsored by Alder West, on behalf of the Purchasing Agent, requesting permission to submit the bid results for Official Notice #12-2023 RFP Event Management Services Contract #2024002.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the Purchasing Agent be authorized and directed to negotiate Contract #2024002- RFP Event Management Services, award the contract to 5K Events LLC, and pending review by the Finance and Personnel Committee, execute a two year contract for the period 01/01/2024 and ending 12/31/2025.

Fiscal Note: Annual base management fee is estimated to be \$150,000 per year. Funding is available in #60686-52290 Management Fee.

A motion was made by Alder West, seconded by Alder Sebastian, that this Communication be Approved. The motion PASSED by the following vote:

AYES: 14 - Coe, Jones, Davis, Paffrath, Kaprelian, Peterson, Horton, West, McCarthy, Peete, Land, Perez, Kelly and Sebastian

ABSENT: 1 - Jarrett

[1124-23](#)

Subject: Communication sponsored by Mayor Mason, on behalf of the Human Resources Director, requesting permission to submit the updated City of Racine Employee Handbook for consideration.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the updated City of Racine Employee Handbook be approved and take effect on January 1, 2024.

Fiscal Note: The updates to the employee handbook primarily focus on expanding leave time opportunities, which may result in additional overtime in some departments. Anticipated costs associated with these changes have been incorporated in the 2024 budget.

A motion was made by Alder West, seconded by Alder McCarthy, that this Communication be Approved. The motion PASSED by the following vote:

AYES: 13 - Coe, Jones, Davis, Paffrath, Kaprelian, Horton, West, McCarthy, Peete, Land, Perez, Kelly and Sebastian

NOES: 1 - Peterson

ABSENT: 1 - Jarrett

[1136-23](#)

Subject: Communication sponsored by Alder West, on behalf of the Director of Parks, Recreation & Cultural Services, requesting permission to submit a one year extension of the Racine Zoological Society Gardens Operating Agreement for consideration.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the Mayor and City Clerk be granted permission to approve and execute a one year extension of the Operating Agreement for the Racine Zoological Gardens between the City of Racine and the Racine Zoological Society, Inc. upon the terms presented.

Fiscal Note: The City's Zoo subsidy of \$510,000 in account 15099 52100 was approved in the 2024 budget.

A motion was made by Alder West, seconded by Alder McCarthy, that this Communication be Approved. The motion PASSED by the following vote:

AYES: 14 - Coe, Jones, Davis, Paffrath, Kaprelian, Peterson, Horton, West, McCarthy, Peete, Land, Perez, Kelly and Sebastian

ABSENT: 1 - Jarrett

[1138-23](#)

Subject: Communication sponsored by Mayor Mason, on behalf of the City Clerk, requesting permission to enter into a three year interstate agreement with Carahsoft Technology Corporation for the purchase of Polimorphic Customer Relationship Management (CRM) Software.

Recommendation of the Finance and Personnel Committee on 11-27-2023: That the Mayor and City Clerk be granted permission to enter into a three year agreement with Carahsoft Technology Corporation for the purchase of Polimorphic Customer Relationship Management (CRM) Software.

Fiscal Note: \$250,000 of initial funding is available in the 2024 capital budget. Year 2 and Year 3 will be budgeted in subsequent years operational budgets.

A motion was made by Alder West, seconded by Alder Horton, that this Communication be Approved. The motion PASSED by the following vote:

AYES: 14 - Coe, Jones, Davis, Paffrath, Kaprelian, Peterson, Horton, West, McCarthy, Peete, Land, Perez, Kelly and Sebastian

ABSENT: 1 - Jarrett

[1139-23](#)

Subject: Communication sponsored by Alder West, on behalf of the City Attorney, requesting the City Attorney present a proposed settlement for the litigation in the matter of *Stature High Ridge, LLC v. City of Racine*, Racine County Case No. 22 CV 840.

Recommendation of the Finance and Personnel Committee on 11-27-2023: To approve the settlement in *Stature High Ridge, LLC v. City of Racine*, Racine County Case No. 22 CV 840, as presented.

Fiscal Note: Payment of \$50,854.40 will be issued to Stature High Ridge, LLC, as a refund of the property tax overpayment for the 2022 tax year. There are sufficient funds available for payment of this settlement in Account 11202-53420, Misc-Property Taxes Cancelled. Approximately half of the refund will be charged back to the other taxing jurisdictions. Additionally, the 2022 real estate assessment will be set at \$2,370,000.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

Public Works and Services Committee Report, by Ald. Jones

1125-23

Subject: Communication sponsored by Alder Jones, on behalf of the Department of Parks, Recreation and Cultural Services, submitting Change Order No.1 to Contract 2023131 - Washington Park Bowl-Pavement/Drainage Project, Wanasek Corporation, Contractors.

Recommendation of the Public Works and Services Committee on 11.28.23: That Change Order No.1 to Contract 2023131 - Washington Park Bowl-Pavement/Drainage Project, Wanasek Corporation, Contractors in the deduct amount of (\$3,444.60), be approved.

Fiscal Note: Funding for this change order is credited in the following Org-Objects: 45050 57110 Parks Land Improvements

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

1128-23

Subject: Communication sponsored by Alder Jones, on behalf of the Department of Parks, Recreation and Cultural Services, to submit final payment for Contract 2023131 - Washington Park Bowl-Pavement/Drainage Project, Wanasek Corporation, Contractors.

Recommendation of the Public Works and Services Committee on 11.28.23: That the work completed by Wanasek Corporation, Contractors, on Contract 2023131 - Washington Park Bowl-Pavement/Drainage Project, be accepted and final payment authorized for a total contract of \$60,240.40. Final Payment to include retainage.

Fiscal Note: Contract 2023131 was authorized under Resolution No.0529-23 dated June 6, 2023.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1129-23](#)

Subject: Communication sponsored by Alder Jones, on behalf of the Department of Parks, Recreation and Cultural Services, submitting Change Order No.1 to Contract 2022083 - Park Services Building Parking Lot Paving, A.W. Oakes & Son, Inc., Contractors.

Recommendation of the Public Works and Services Committee on 11.28.23: That Change Order No.1 to Contract 2022083 - Park Services Building Parking Lot Paving, A.W. Oakes & Son, Inc., Contractors in the deduct amount of (\$1,369.16), be approved.

Fiscal Note: Funding for this change order is credited in the following Org-Objects: 45050 57110 Parks Land Improvements

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1130-23](#)

Subject: Communication sponsored by Alder Jones, on behalf of the Department of Parks, Recreation and Cultural Services, to submit final payment for Contract 2022083 - Park Services Building Parking Lot Paving, A.W. Oakes & Son, Inc., Contractors.

Recommendation of the Public Works and Services Committee on 11.28.23: That the work completed by A.W. Oakes & Son, Inc., Contractors, on Contract 2022083 - Park Services Building Parking Lot Paving, be accepted and final payment authorized for a total contract of \$196,727.84. Final Payment to include retainage.

Fiscal Note: Contract 2022083 was authorized under Resolution No.0542-22 dated August 16, 2022.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1131-23](#)

Subject: Communication sponsored by Alder Jones, on behalf of the Department of Parks, Recreation and Cultural Services, submitting Change Order No.1 to Contract 2023201- Sam Myers Park Restoration, A.W. Oakes & Son, Inc., Contractors.

Recommendation of the Public Works and Services Committee on 11.28.23: That Change Order No.1 to Contract 2023201- Sam Myers Park Restoration, A.W. Oakes & Son, Inc., Contractors, be approved in the deduct amount of (\$2,894.88), be approved.

Fiscal Note: Funding for this change order is credited in the following Org-Objects: 45050 57110 Parks Land Improvements

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1132-23](#)

Subject: Communication sponsored by Alder Jones, on behalf of the Assistant Commissioner of Public Works, to Waive Formal Bidding for the Purchase of Case Wheel Loader Vehicles.

Recommendation of the Public Works and Services Committee on 11.28.23: That the request of the Assistant Commissioner of Public Works/Operations to waive formal bidding procedures for the purchase of wheel loaders for the City be approved.

Fiscal Note: Funding to defray the cost of the materials is available in Org-Object 45140-57311, DPW-Equipment Vehicles.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1133-23](#)

Subject: Communication sponsored by Alder Jones, on behalf of the Assistant Commissioner of Public Works to Waive Formal Bidding for the Purchase of Neenah Foundry Sewer Related Materials.

Recommendation of the Public Works and Services Committee on 11.28.23: That the request of the Assistant Commissioner of Public Works to waive formal bidding procedures for the purchase of Neenah Foundry products be approved.

Fiscal Note: These negotiations will be done on an as-needed basis with funding available in ORg-Object 22640-57560, Sanitary Sewer and Org-Object 60484-57570, Storm Sewers.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1134-23](#)

Subject: Communication sponsored by Alder Jones, on behalf of the Assistant Commissioner of Public Works/Operations requesting to waive formal bidding procedures for the purchase of materials for the Johnson Controls Metasys System.

Recommendation of the Public Works and Services Committee on 11.28.23: That the request of the Assistant Commissioner of Public Works/Operations to waive formal bidding procedures for the purchase of a Metasys software update and be approved for materials for the Johnson Controls' Metasys Building Automation System.

Fiscal Note: Funding to defray the cost of these services is available in Org-Object 70240-57200, Building Improvements.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1135-23](#)

Subject: Communication sponsored by Alder Jones, on behalf of

the Department of Public Works, submitting bid results for Contract 2023278 Racine Sump Pump Installation Program.

Recommendation of the Public Works and Services Committee

on 11.28.23: That Contract 2023278 Racine Sump Pump Installation Program, be awarded to PM Plumbing & Mechanical in the amount of \$546,879.97, they being the lowest responsible, responsive bidder.

Fiscal Note: Funding is available in the following Org-Objects: 40101 57560 - Sanitary Sewer.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

1140-23

Subject: Communication sponsored by Alder Jones, on behalf of the Assistant Commissioner of Public Works, submitting a Professional Services Agreement between the City of Racine and GRAEF-USA Inc. for engineering services in the design of improvements to the City Hall Elevator.

Recommendation of the Public Works and Services Committee on

11.28.23: That the Mayor and City Clerk be authorized and directed to enter into the Professional Services agreement with GRAEF-USA Inc. for engineering services in the design of improvements to the City Hall Elevator in the not to exceed amount of \$60,100.00.

Fiscal Note: Funding is available in Org-Object 45040-57200.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

Public Safety and Licensing Committee Report, by Ald. Peete

1060-23

Subject: Communication sponsored by Alder Peete submitting a renewal application for a Pawnbroker License, Wisconsin Discount, DBA Wisconsin Discount, located at 2724 Sixteenth St., Adel Karen Yasin, Agent. (13th District)

Recommendation of the Public Safety and Licensing Committee

on 11-27-2023: That the application for a Pawnbroker License, Wisconsin Discount, DBA Wisconsin Discount, located at 2724 Sixteenth St., Adel Karen Yasin, Agent. (13th District), be Approved.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1112-23](#)

Subject: Communication sponsored by Alder Peete submitting an application for a "Class B" Retail Fermented Malt Beverage and Intoxicating Liquor License for Crazytown LLC DBA Nemo & Fogg, located at 322 6th Street, Corey Szaryc, Agent. (1st District)

Recommendation of the Public Safety and Licensing Committee on 11-27-2023: That the application for a "Class B" Retail Fermented Malt Beverage and Intoxicating Liquor License for Crazytown LLC DBA Nemo & Fogg, located at 322 6th Street, Corey Szaryc, Agent. (1st District), be Approved.

Fiscal Note: N/A

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

Office of the Mayor Report, by Ald. McCarthy[1121-23](#)

Subject: (Direct Referral) Communication sponsored by Mayor Mason, on behalf of the City Clerk, presenting the 2024 Common Council Calendar.

Staff Recommendation: To approve the calendar.

Fiscal Note: N/A

A motion was made by Alder Kaprelian, seconded by Alder Coe, that this Communication be Amended to having the Council meet twice a month on the first and third week. The motion FAILED by the following vote:

AYES: 3 - Coe, Kaprelian and Kelly

NOES: 11 - Jones, Davis, Paffrath, Peterson, Horton, West, McCarthy, Peete, Land, Perez and Sebastian

ABSENT: 1 - Jarrett

A motion was made by Alder McCarthy, seconded by Alder Peete, that this Communication be Approved. The motion PASSED by the following vote:

AYES: 13 - Coe, Jones, Davis, Paffrath, Peterson, Horton, West, McCarthy, Peete, Land, Perez, Kelly and Sebastian

NOES: 1 - Kaprelian

EXCUSED: 1 - Jarrett

[1144-23](#)

Subject: (Direct Referral) Communication sponsored by Mayor Mason appointing Daniel Kirchenberg to Interim Chief Building Inspector.

A motion was made that this Communication be Approved as Presented. The motion was APPROVED on a Voice Vote in Consent.

[1150-23](#)

Subject: (Direct Referral) Communication sponsored by Alder Jones, Alder Peete, and Alder West, presenting the meeting calendars for the Public Works and Services Committee, Public Safety and Licensing Committee, and Finance and Personnel Committee, respectively, for 2024.

Recommendation of the Standing Committee Chairs: That each standing committee keep the same date and time as currently in place.

Finance & Personnel- Monday at 5:30PM

Public Works & Services- Tuesday at 5:30PM

Public Safety & Licensing- Monday at 5:00PM

Fiscal Note: N/A

A motion was made by Alder McCarthy, seconded by Alder West, that this Communication be Approved. The motion PASSED by the following vote:

AYES: 13 - Coe, Jones, Davis, Paffrath, Peterson, Horton, West, McCarthy, Peete, Land, Perez, Kelly and Sebastian

NOES: 1 - Kaprelian

ABSENT: 1 - Jarrett

G. Council Vote on Consent Agenda (Communications, Committee, Reports, Resolutions)

A motion was made by Alder Terry McCarthy, seconded by Alder Cory Sebastian, that this be Considered as Reported Adopted by the following vote:

AYES: 14 - Coe, Jones, Davis, Paffrath, Kaprelian, Peterson, Horton, West, McCarthy, Peete, Land, Perez, Kelly and Sebastian

ABSENT: 1 - Jarrett

H. Common Council Announcements

Announcements are limited to recognition of City residents and employees, memorials, and non-political community events. Discussion of matters related to governmental business is prohibited.

I. Adjourn

The meeting was adjourned at 7:24 P.M. by Alder West

The next scheduled meeting of the Council is Tuesday, January 16, 2024.

ATTEST: TARA MCMENAMIN

CITY CLERK



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Legislative Report

File Number: Res. 1118-23

Agenda Date: 12/05/2023

File Type: Resolution

2023-2024 Election Officials

Resolved, that the list of 2023-2024 Election Officials is approved as submitted.

Fiscal Note: N/A

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EXHIBIT C

NOMINATIONS LIST

Frank Angelini
6131 Regency Hills Drive
Racine, WI 53406

[REDACTED]
[REDACTED]

Alan Baker
4819 Lazywood Court
Mount Pleasant, WI 53403

[REDACTED]
[REDACTED]

Angela Bartzen
7421 Latigo Circle
Franksville, WI 53126

[REDACTED]
[REDACTED]

Jim Bell
11918 Four Mile Road
Franksville, WI 53126

[REDACTED]
[REDACTED]

Renee Bradley
1020 Monroe Avenue
Racine, WI 53405

[REDACTED]
[REDACTED]

Mike Brehm
2423 Monroe Avenue
Racine, WI 53405

[REDACTED]

Robert Brochhausen
1523 92nd Street
Sturtevant, WI 53177

[REDACTED]
[REDACTED]

Kenneth Brown
610 Main Street Suite 400
Racine, WI 53403

[REDACTED]
[REDACTED]

Clinton Buchanan
3501 Gehrand Court
Union Grove, WI 53182

[REDACTED]
[REDACTED]

Charles Cooper
1317 West Boulevard
Racine, WI 53404

[REDACTED]

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NOMINATIONS LIST

Colleen Cox
716 Cleveland Avenue
Racine, WI 53405

[REDACTED]
[REDACTED]

Helen Deleon
1248 Indiana Street
Racine, WI 53405
262-994-8035

[REDACTED]

Timothy Dixon
5444 Heidi Lane
Caledonia, WI 53402
262-989-9555

[REDACTED]

Theresa Dixon
5443 Heidi Lane
Caledonia, WI 53402

[REDACTED]
[REDACTED]

Jill Dock
1931 Regal Court
Racine, WI 53406

[REDACTED]

Robert Dock
1931 Regal Court
Racine, WI 53406

[REDACTED]
[REDACTED]

Robert Erd
1238 Kingston Avenue
Racine, WI 53402
262-308-3021

[REDACTED]

William Farnsworth
2908 92nd Street
Sturtevant, WI 53177

[REDACTED]

Michael Farrington
1414 Crabapple Drive
Racine, WI 53404

[REDACTED]
[REDACTED]

Kari Farrington
1414 Crabapple Drive
Racine, WI 53404

[REDACTED]
[REDACTED]

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NOMINATIONS LIST

Kytravien Fleming

1319 Chicago Street

Racine, WI 53405

[REDACTED]

[REDACTED]

Sara Gloeckler

117 13th Avenue

Union Grove, WI 53182

[REDACTED]

[REDACTED]

Dale Friend

5414 Norman Street

Mount Pleasant, WI 53406

[REDACTED]

[REDACTED]

Richard Govednik

1916 Wisconsin Avenue #204

Racine, WI 53403

[REDACTED]

[REDACTED]

Tim Gaffney

15941 Durand Avenue Lot 59C

Union Grove, WI 53182

[REDACTED]

[REDACTED]

Christine Grady Miller

3837 Colorado Court

Caledonia, WI 53404

[REDACTED]

[REDACTED]

Jennifer Garity

2028 Sandstone Court

Mount Pleasant, WI 53406

[REDACTED]

[REDACTED]

Kelly Gronli

8708 Broadway Drive

Sturtevant, WI 53177

[REDACTED]

[REDACTED]

LouAnne Gitzlaff

3227 Southwood Drive

Mount Pleasant, WI 53406

[REDACTED]

[REDACTED]

Monique Gutenkunst

4717 Lathrop Avenue

Mount Pleasant, WI 53403

[REDACTED]

[REDACTED]

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NOMINATIONS LIST

Nicole Halvorson

708 Bass Drive

Waterford, WI 53185

[REDACTED]
[REDACTED]

Gwen Keller

2529 76th Street

Franksville, WI 53126

[REDACTED]
[REDACTED]

Tamara Handler

3663 Britton Ridge

Union Grove, WI 53182

[REDACTED]
[REDACTED]

Jack Kotleski

711 Harmony Drive

Racine, WI 53402

[REDACTED]
[REDACTED]

Kristen Hartung

1839 Coach House Court

Mount Pleasant, WI 53406

[REDACTED]
[REDACTED]

Terry Kueker

3900 N Main Street #320

Racine, WI 53402

[REDACTED]
[REDACTED]

Mary Heffel

5947 Sandy Lane

Mount Pleasant, WI 53406

[REDACTED]
[REDACTED]

Gloria Kueker

3900 N Main Street #320

Racine, WI 53402

[REDACTED]
[REDACTED]

Gary Hendrickson

3020 95th Street

Sturtevant, WI 53177

[REDACTED]
[REDACTED]

Richard Legois

2900 Crossway Road

Burlington, WI 53105

[REDACTED]
[REDACTED]

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NOMINATIONS LIST

Jonathan Lisowski
4528 Carter Drive
Caledonia, WI 53402

[REDACTED]
[REDACTED]

Michael Mac Donald
4505 W 6 1/2 Mile Road
Caledonia, WI 53108

[REDACTED]
[REDACTED]

Martin Prujansky
1635 College Avenue
Racine, WI 53403

[REDACTED]
[REDACTED]

Cheryl Sands
19 Virginia Street
Racine, WI 53405

[REDACTED]
[REDACTED]

Donna Scott
34820 Walburg Lane
Burlington, WI 53105

[REDACTED]
[REDACTED]

Frank Souto
716 Cleveland Avenue
Racine, WI 53405

[REDACTED]
[REDACTED]

Jim Tresemer
2124 Geneva Street
Racine, WI 53402

[REDACTED]
[REDACTED]

Laura Treserner
2124 Geneva Street
Racine, WI 53402

[REDACTED]
[REDACTED]

Scott Uren
5008 Pinetree Circle
Racine, WI 53402

[REDACTED]
[REDACTED]

Pamela Uren
5008 Pinetree Circle
Racine, WI 53402

[REDACTED]
[REDACTED]

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NOMINATIONS LIST

Linda Von De Bur
1237 Joans Avenue
Racine, WI 53402

[REDACTED]
[REDACTED]

Harold Von De Bur
1237 Joans Avenue
Racine, WI 53402

[REDACTED]
[REDACTED]

Doug Wielgat
107 Crabtree Lane

[REDACTED]
[REDACTED]

[REDACTED]

Scott Woiak
8537 Hwy V
Caledonia, WI 53108

[REDACTED]
[REDACTED]

Jamie Zengota
2801 Ashand Avenue
Racine, WI 53403

[REDACTED]
[REDACTED]

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City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Legislative Report

File Number: Res. 1116-23

Agenda Date: 12/05/2023

File Type: Resolution

List of Voting Locations – All Elections in 2024

Resolved, that the list of voting locations for all elections in the 2024 calendar year is approved.

Fiscal Note: N/A

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EXHIBIT D

Tara McMenamin
City Clerk/Treasury Manager

Amber Pfeiffer
Asst. Clerk/ Treasury Manager



City of Racine, Wisconsin

Office of the City Clerk

City Hall
730 Washington Avenue
Racine, Wisconsin 53403
(262) 636-9171
Email: clerks@cityofracine.org

Communication from the City Clerk requesting the following list of polling locations be approved for all future elections:

Festival Park Hall (Wards 1, 2, 3) - 5 Fifth St.
Dr. John Bryant Community Center (Wards 4, 5) - 601 Caron Butler Dr.
Tyler Domer Community Center (Wards 6, 7, 8) - 2301 Twelfth St.
Red Apple Elementary School (Wards 9, 10)- 914 St. Patrick St
Roosevelt Elementary School (Wards 11, 12) - 915 Romaine Ave
Gilmore Middle School (Wards 13, 14, 15, 16) - 2330 Northwestern Ave
Cesar Chavez Community Center (Wards 17, 18, 19) - 2221 Douglas Ave
Julian Thomas (Wards 23, 24, 25) - 930 M.L. King Dr.
Frat Elementary School (Wards 26, 27, 28)- 3501 Kinzie Ave
Mitchell School (Wards 29, 30, 31) - 2701 Drexel Ave
Humble Park Community Center (Wards 32, 33, 34) - 2200 Blaine Ave
Starbuck Middle School (Wards 38, 39, 40, 41, 42, and 47, 48, 49) - 1516 Ohio St.
Knapp Elementary School (Wards 43, 44, 45, 46) - 2701 17th St.
SC Johnson Elementary School (Wards 35, 36, 37)- 2420 Kentucky St
Jerstad-Agerholm School (Wards 20, 21, 22) - 3601 Lasalle St.

RETRIEVED FROM DEMOCRACY DOCKET.COM

Kurt A. Goehre

Subject: RE: [External]RE: Records Request - Election Inspector Assignment (PR2024-254) (Completed)

From: _EXT_ATT_RECORDS <PublicRecords@cityofracine.org>

Sent: Friday, August 30, 2024 4:17:58 PM

To: Mike Hoffman - Election Integrity <mhoffman@gop.com>

Subject: [External]RE: Records Request - Election Inspector Assignment (PR2024-254) (Completed)

Dear Mr. Hoffman,

This correspondence is being sent on behalf of the City of Racine in response to your public records request (PR2024-254), in which you asked for the following records:

- Election Inspectors assigned to work the August Election on Election Day, their political affiliation, and polling location assignment
- Election Inspectors assigned to work Early Voting for the August 13th Election, their political affiliation, and Early Voting Site Assignment
- Election Inspectors assigned to work Central Count and their Political affiliation
- Special Voting Deputies assigned and their political affiliation

Attached, please find the records that are responsive to your request.

These records have been redacted according to the balancing test found under the Wisconsin Public Records law, at Wis. Stat. § 19.35, to remove the home telephone number of individuals contained within the records. There is a strong public interest in protecting election officials from harassment, which outweighs the public interest in providing this information for open inspection by requestors. Further, for those election workers employed by the City of Racine, this information is prohibited from release by Wis. Stat. § 19.36(10).

To the extent that your request has been denied, this determination is subject to review by mandamus under Wis. Stat. § 19.37(1), or upon application to the Attorney General or District Attorney. If you have any questions or you feel that this response is incomplete, please raise these concerns by responding to this email. Thank you.

CITY OF RACINE

City Attorney's Office
800 Washington Avenue
Suite 122
Racine, Wisconsin 53403
(262) 636-9115
Fax: (262) 636-9570

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records law, senders and receivers of City of Racine e-mail should presume that e-mail is subject to release upon request and is subject to state records retention requirements.

From: _EXT_ATT_RECORDS

Sent: Wednesday, July 10, 2024 9:25 AM

To: mhoffman@gop.com

Subject: RE: Records Request - Election Inspector Assignment (PR2024-254)

Dear Mr. Hoffman,

This email is being sent to acknowledge receipt of the public records request (PR2024-254) that you recently submitted to the City of Racine.

Please be advised that the City is currently processing a large number of public records requests, and they are being processed in the order that they are received. Due to limited staff available to respond to these requests, we are not able to process the requests as quickly as many requesters would like. Your request will be processed as soon as practicable and without delay. We appreciate your patience.

If you have any questions, please do not hesitate to contact this office by replying to this email. Thank you.

City Attorney's Office
800 Center Street
Suite 122
Racine, Wisconsin 53403
(262) 636-9115
Fax: (262) 636-9570
publicrecords@cityofracine.org

PRIVILEGE AND CONFIDENTIALITY NOTICE. This electronic transmission may contain work-product or information protected under the attorney-client privilege, both of which are protected from disclosure. This message is intended exclusively for the individual or entity to which it is addressed. If you are not the named addressee, you are not authorized to read, print, retain, copy, or disseminate this message or any part of it. If you have received this message in error, please notify the sender immediately by e-mail or telephone at (262) 636-9115, and delete or destroy all copies of the message. APPLICABILITY OF WISCONSIN PUBLIC RECORDS LAW. The City of Racine is subject to the Wisconsin Public Records law. Unless otherwise exempted from the public records law, senders and receivers of City of Racine e-mail should presume that e-mail is subject to release upon request and is subject to state records retention requirements.

From: Mike Hoffman - Election Integrity <mhoffman@gop.com>

Sent: Tuesday, July 9, 2024 5:53 PM

Subject: Records Request - Election Inspector Assignment

STOP! External Message. Think before you click.

Hello,

Pursuant to Wisconsin's Open Records Law Wis. Stat. §§ 19.31-39, this email serves as an official request for the following information/records from the Office of the Clerk/Commission:

- Election Inspectors assigned to work the August Election on Election Day, their political affiliation, and polling location assignment
- Election Inspectors assigned to work Early Voting for the August 13th Election, their political affiliation, and Early Voting Site Assignment
- Election Inspectors assigned to work Central Count and their Political affiliation
- Special Voting Deputies assigned and their political affiliation

As you know, the law requires you to respond to this request “as soon as practicable and without delay.” Nonresponse to this request may open your office to punitive damages under Wis. Stat. § 19.37(3). The Open Records law further states that you may **ONLY** charge for “the actual, necessary and direct cost” of locating records, *if this exceeds \$50*, and for photocopies. We request that all records related to this request be provided in electronic format.

Also, please let us know if we can clarify or refine this request.

Thank you for your time and consideration.

Mike Hoffman

RNC Election Integrity Director

[773-849-1195](tel:773-849-1195)/mhoffman@gop.com

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City Hall

Location: City Hall Room 207 A& 207 B, 730 Washington Ave, Racine, WI 53403

Voting Room:

Storage Room:

Contact Info: Bill Miller

If Locked: Bill Miller

Polling Place Worker List for Workers

2024 Partisan Primary Election, Primary

Date: Tuesday, August 13, 2024

No. of Workers: 9

Position / Worker Name	Hours	Phone(s)
CCC Janet Wahlen	6am - Close	
CCEO MICHELLE COOK	6am - Close	
CCEO David Cruz	6am - Close	
CCEO Lynn Landwehr	6am - Close	
CCEO Steven Madsen	6am - Close	
CCEO SUSAN PINZGER	6am - Close	
CCEO Ian Pomplin	6am - Close	
CCEO John Senska	6am - Close	
CCEO Tina Senska	6am - Close	

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Cesar Chavez Community Center

Polling Place Worker List for Workers

Location: Cesar Chavez Community Center Gym, 2221 Douglas Ave, Racine, WI 53402

Voting Room:

Storage Room:

Contact Info: Parks & Rec

If Locked: Parks & Rec

No. of Voters:

2024 Partisan Primary Election, Primary

No. of Workers: 7

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Mary Gobis	6am - Close	
EO Cynthia Magnuson	6am - Close	
EO Donna Nielsen	6am - Close	
EO Michael Pfeiffer	6am - Close	
Chief Jeffery Burdick	6am - Close	
DC Natalie Cysenas	6am - Close	
DC Suzanne Mutchie	6am - Close	

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Dr. John Bryant Community Center

Location: Dr. John Bryant Community Center Gym, 601 Caron Butler Dr., Racine, WI 53403

Voting Room:

Storage Room:

Contact Info: Parks & Rec

If Locked: Parks & Rec

Polling Place Worker List for Workers

2024 Partisan Primary Election, Primary

Date: Tuesday, August 13, 2024

No. of Workers: 7

Position / Worker Name	Hours	Phone(s)
EO Lillie Cameron	6am - Close	[REDACTED]
EO Steve Kratochvil	6am - Close	[REDACTED]
EO Ricky Martin	6am - Close	[REDACTED]
EO Georgia Schanstine	6am - Close	[REDACTED]
EO Eliza Woods	6am - Close	[REDACTED]
Chief Matt Vollmer	6am - Close	[REDACTED]
DC Jack Fojtik	6am - Close	[REDACTED]

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Festival Park Hall

Location: Festival Park Hall Main Room, 5 Fifth St., Racine, WI 53403

Voting Room:

Storage Room: Closet in Main Room

Contact Info: Ricky Gahani (262)939-6522

If Locked: Ricky Gahani (262)939-6522

Polling Place Worker List for Workers

2024 Partisan Primary Election, Primary

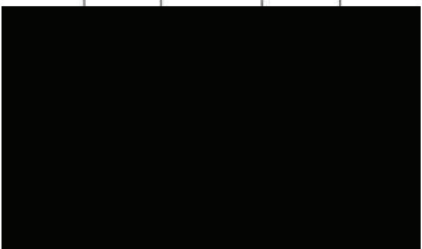
Date: Tuesday, August 13, 2024

No. of Workers: 6

No. of Voters:

Position / Worker Name	Hours	Phone(s)
EO Thomas Karkow	6am - Close	
EO Scott Kinderman	6am - Close	
EO Megan O'Driscoll	6am - Close	
FLOW Dale Hatem	6am - Close	
DC Christy Cline	6am - Close	
DC Anita Tobias	6am - Close	

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Fratt Elementary School

Polling Place Worker List for Workers

Location: Fratt Elementary School Gym, 3501 Kinzle Ave, Racine, WI 53405

Voting Room:

Storage Room:

Contact Info: Jim Hooper (262)977-5826

If Locked: Jim Hooper (262)977-5826

No. of Voters:

2024 Partisan Primary Election, Primary

No. of Workers: 4

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Theresa Brisbon	6am - Close	
EO Joy Paragamian	6am - Close	
Chief Cindy Strathman	6am - Close	
DC Kathleen Holley	6am - Close	

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Gilmore Middle School

Polling Place Worker List for Workers

Location: Gilmore Middle School Gym, 2330 Northwestern Ave, Racine, WI 53404

Voting Room:

Storage Room:

Contact Info: Jim Hooper (262)977-5826

If Locked: Jim Hooper (262)977-5826

No. of Voters:

2024 Partisan Primary Election, Primary

No. of Workers: 6

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Stephanie Breit	6am - Close	
EO Robert Erd	6am - Close	
EO Michael Lester	6am - Close	
EO April Puryear	6am - Close	
EO Steven Salvo	6am - Close	
Chief Stacey Salvo	6am - Close	

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Humble Park Community Center

Polling Place Worker List for Workers

Location: Humble Park Community Center Gym, 2200 Blaine Ave, Racine, WI 53405

Voting Room:

Storage Room:

Contact Info: Parks & Rec

If Locked: Parks & Rec

No. of Voters:

2024 Partisan Primary Election, Primary

No. of Workers: 6

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Patricia Bland	6am - Close	[REDACTED]
EO Jo Ann Hatix	6am - Close	[REDACTED]
EO Thomas Kennedy	6am - Close	[REDACTED]
EO Delores Price	6am - Close	[REDACTED]
Chief Trevor Jung	6am - Close	[REDACTED]
DC Robyn Woodward	6am - Close	[REDACTED]

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Jerstad-Agerholm School

Polling Place Worker List for Workers

Location: Jerstad-Agerholm School Gym, 3601 Lasalle St., Racine, WI 53402

Voting Room:

Storage Room:

Contact Info: Jim Hooper (262)977-5826

If Locked: Jim Hooper (262)977-5826

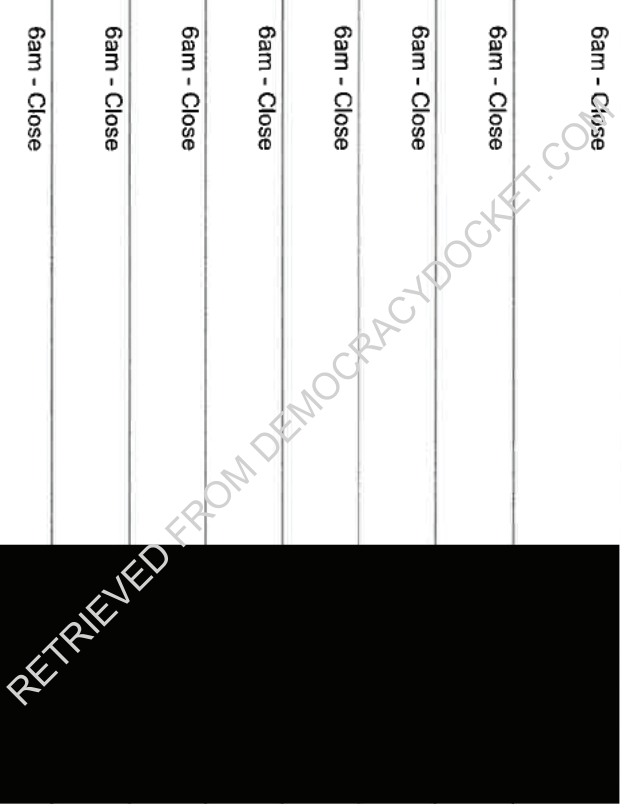
No. of Voters:

2024 Partisan Primary Election, Primary

No. of Workers: 8

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Julie Jacob	6am - Close	
EO Charlie Johnson	6am - Close	
EO Jack Kotleski	6am - Close	
EO Wallace Patt	6am - Close	
FLOW Johnnie Campbell	6am - Close	
FLOW Belinda Thielen	6am - Close	
Chief Kathleen Enstrom	6am - Close	
DC Edward Marash	6am - Close	



Julian Thomas

Location: Julian Thomas Music Room, 930 M.L. King Dr., Racine, WI 53404

Voting Room:

Storage Room:

Contact Info: Jim Hooper (262)977-5826

If Locked: Jim Hooper (262)977-5826

Polling Place Worker List for Workers

No. of Voters:

No. of Workers: 6

2024 Partisan Primary Election, Primary

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Deborah Adkisson	6am - Close	
EO Richard Glasenapp	6am - Close	
EO Georgia Morsley	6am - Close	
EO Joan Spencer	6am - Close	
Chief Tyler Fischer	6am - Close	
Chief Douglas Wielgat	6am - Close	

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Knapp Elementary School

Polling Place Worker List for Workers

Location: Knapp Elementary School Gym, 2701 17th St., Racine, WI 53405

Voting Room:

Storage Room:

Contact Info: Jim Hooper (262)977-5826


If Locked: Jim Hooper (262)977-5826

No. of Voters:

2024 Partisan Primary Election, Primary

No. of Workers: 7

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Sandra Eppers	6am - Close	
EO Joann McMorris	6am - Close	
EO Mildred Price	6am - Close	
EO Ronald Wheatley	6am - Close	
FLOW Mary Donegan-Heffel	6am - Close	
Chief Patricia McMillian	6am - Close	
DC Linda Wade	6am - Close	

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Mitchell School

Location: Mitchell School Gym, 2701 Drexel Ave, Racine, WI 53403

Voting Room:

Storage Room:

Contact Info: Jim Hooper (262)977-5826

If Locked: Jim Hooper (262)977-5826

Polling Place Worker List for Workers

2024 Partisan Primary Election, Primary

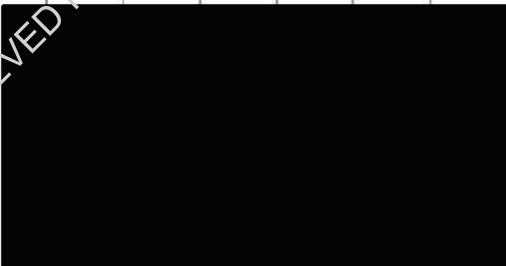
Date: Tuesday, August 13, 2024

No. of Workers: 7

No. of Voters:

Position / Worker Name	Hours	Phone(s)
EO Jacob Ansari	6am - Close	
EO Trenton Ameson	6am - Close	
EO Alan Baker	6am - Close	
EO John Scott	6am - Close	
EO Nichole Urban	6am - Close	
EO Angela Walker	6am - Close	
Chief Barbara Garcia	6am - Close	

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Red Apple Elementary School

Location: Red Apple Elementary School Gym, 914 St. Patrick St, Racine, WI 53402

Voting Room:

Storage Room:

Contact Info: Jim Hooper (262)977-5826

If Locked: Jim Hooper (262)977-5826

Polling Place Worker List for Workers

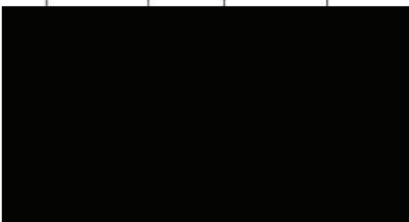
2024 Partisan Primary Election, Primary

No. of Workers: 6

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Lawrence Haas	6am - Close	
EO Cynthia (Cindy) Ladd	6am - Close	
EO Janet Sabol	6am - Close	
EO Neil Werla	6am - Close	
Chief Louise (Luanne) Gitzlaff	6am - Close	
CHS Cynthia Chamberlain	6am - Close	

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Roosevelt Elementary School

Polling Place Worker List for Workers

Location: Roosevelt Elementary School Gym, 915 Romayne Ave, Racine, WI 53402

Voting Room:

Storage Room:

Contact Info: Jim Hooper (262)977-5826

If Locked: Jim Hooper (262)977-5826

No. of Voters:

2024 Partisan Primary Election, Primary

No. of Workers: 6

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Donna Delmar	6am - Close	
EO Brian Esser	6am - Close	
EO James Tresemer	6am - Close	
EO Laura Tresemer	6am - Close	
Chief Jennifer Garity	6am - Close	
CHS Joy Hansche	6am - Close	

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SC Johnson Elementary School

Polling Place Worker List for Workers

Location: SC Johnson Elementary School Gym, 2420 Kentucky St, Racine, WI 53405

Voting Room:

Storage Room:

Contact Info: Jim Hooper (262)977-5826

If Locked: Jim Hooper (262)977-5826

No. of Voters:

2024 Partisan Primary Election, Primary

No. of Workers: 6

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Gary Mandli	6am - Close	
EO Michael Mellert	6am - Close	
EO Mary Myers	6am - Close	
EO Roxanne West	6am - Close	
EO David Young	6am - Close	
Chief Othion (Pierre) Everson	6am - Close	

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Starbuck Middle School

Polling Place Worker List for Workers

Location: Starbuck Middle School Theatre, 1516 Ohio St., Racine, WI 53405

Voting Room:

Storage Room:

Contact Info: Jim Hooper (262)977-5826

If Locked: Jim Hooper (262)977-5826

No. of Voters:

2024 Partisan Primary Election, Primary

No. of Workers: 8

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Sherry Babicky	6am - Close	
EO Deborah Beuttler	6am - Close	
EO Bonita Carbalal	6am - Close	
EO Rosemary Christoph	6am - Close	
EO Gary Cobb	6am - Close	
EO Karen Grabher	6am - Close	
Chief Siegfried Christoph	6am - Close	
CHS Jacob Pitsch	6am - Close	

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Tyler Domer Community Center

Polling Place Worker List for Workers

Location: Tyler Domer Community Center Gym, 2301 Twelfth St., Racine, WI 53403

Voting Room:

Storage Room:

Contact Info: Parks & Rec

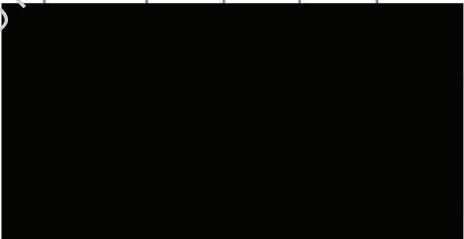
If Locked: Parks & Rec

No. of Voters:

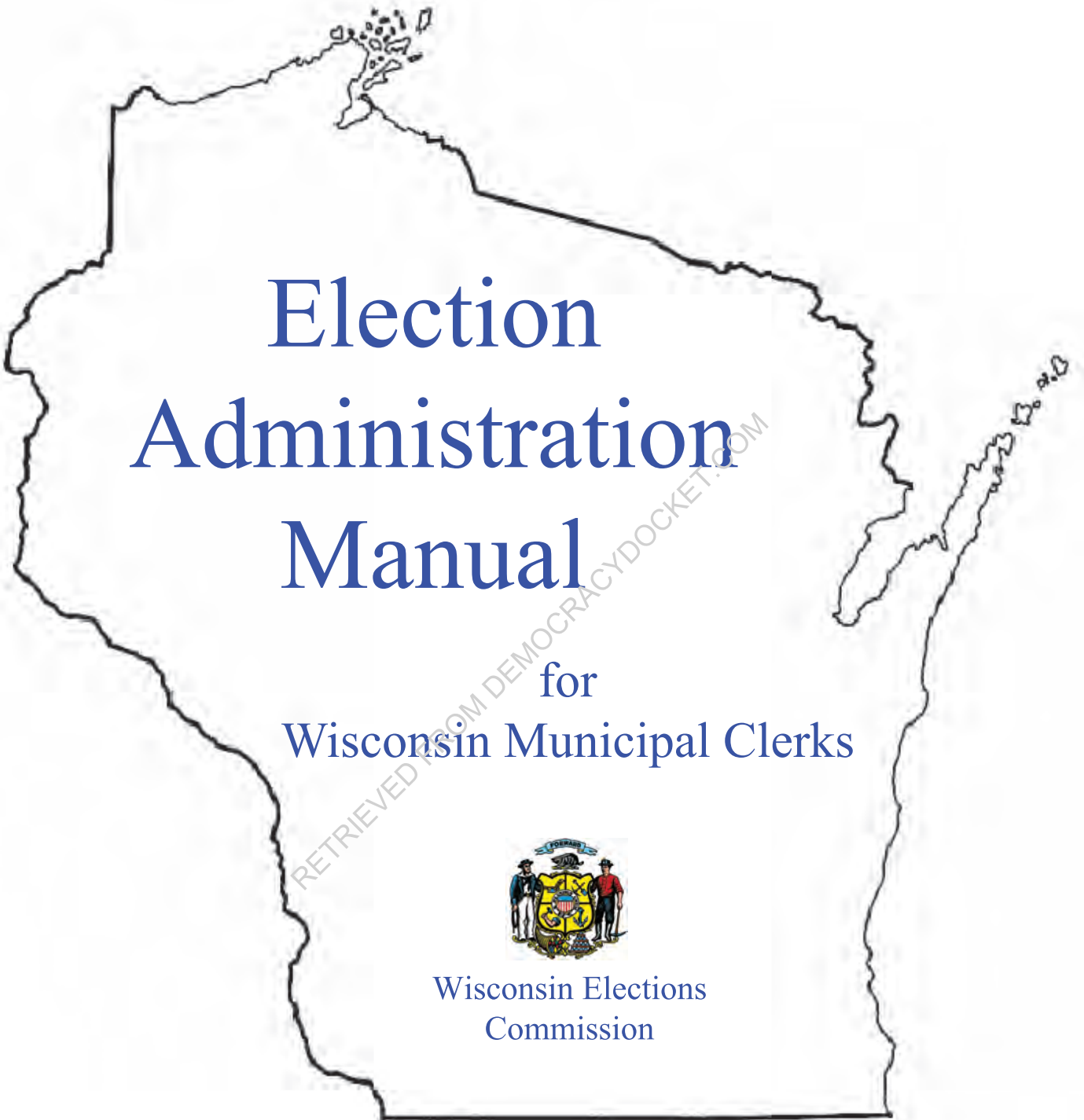
2024 Partisan Primary Election, Primary

No. of Workers: 6

Date: Tuesday, August 13, 2024

Position / Worker Name	Hours	Phone(s)
EO Ethel Gates	6am - Close	
EO Dora Simpson	6am - Close	
EO Frege Simpson	6am - Close	
EO Teresa Simpson	6am - Close	
Chief Bonnie Harlan	6am - Close	
DC Sandra Showers	6am - Close	

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Election Administration Manual

for
Wisconsin Municipal Clerks



Wisconsin Elections
Commission

August 2024

EXHIBIT F

2. By ordinance, the governing body may provide for the selection of alternates or for the selection of two or more sets of inspectors to work at different times on Election Day. Alternate officials may be appointed to maintain adequate staffing of polling places. Wis. Stat. § 7.30(1)(a).
3. The governing body of the municipality may reduce the number of election inspectors by resolution. However, no polling place may have fewer than three election inspectors. Wis. Stat. § 7.32.

Qualification of Election Inspectors

Election inspectors must meet the following criteria:

1. They must be nominated.

The two political parties whose candidates for governor or president received the largest number of votes in the previous general election may submit lists of election inspector nominees no later than November 30 of an odd-numbered year. When party lists are received, election inspector appointments must be made from them. When lists of election inspector nominees are not received from the political parties, appointments are made without regard to party affiliation. Wis. Stat. § 7.30 (4) (b).

As a municipal clerk, you should contact the appropriate statutory committee person or voluntary county party chairperson before the first week in November and advise him or her of their responsibility to submit a list of nominees to the Mayor, Village President or Town Board Chairperson. Do not hesitate to recommend election inspectors who have proven to be effective workers.

If the list of appointed election inspectors is emailed, Administrative Rule EL § 6.04(3) requires that, in addition, the signed original of the document must also be received, either postmarked or delivered by, the filing deadline.

Determining Party Imbalance at Each Polling Place

- a. The party whose candidate for Governor President at the last general election received the most votes *at that polling place* (the “dominant” party) is entitled to one extra inspector.

- b. Determine party imbalance for each polling place in anticipation of receiving lists of inspector nominees from the political parties.

Example:

Republican candidate for governor received the most votes at the polling place at the last general election. Seven total inspectors are needed. Positions available: Four Republican positions and three Democratic positions.

- c. Positions identified as Republican and Democratic remain as such for the duration of the term.

When Lists are Received from One or Both Parties:

Clerks are advised to contact each party's nominees to confirm their willingness to serve before submitting the names to the governing body for appointment.

- a. Document any nominees not willing to serve and provide the Party those names.
- b. The clerk may also inquire as to willingness to serve as a chief inspector and arrange for training for those who are interested.

Note: Refusal to serve as a chief inspector is not grounds for nonappointment.

Appointments must be made from the lists submitted by the parties for as long as election inspector positions are available. If party lists have been timely received, positions must be filled from the lists until the names on those lists have been depleted.

- a. Nominees must be qualified electors of the county in which they reside.
- b. The lists may also designate individuals as first choice nominees, who must be appointed first. Wis. Stat. § 7.30 (4)(b)(1).
 - 1) First choice nominees may be designated by a symbol, such as a star, asterisk or checkmark.

- 2) If “first choice” is not indicated, but the names are numbered, they should be appointed in numerical order.
- 3) If the governing body has good cause not to appoint an individual whose name is submitted as a “first-choice” nominee, it may request the WEC authorize non-appointment, and may not decline to appoint such individual until receiving the WEC’s authorization. Wis. Stat. §7.30(4)(e).

Appointment of persons not appearing on the lists may only occur after the lists have been depleted. Note: The parties have sole discretion to determine nominee criteria.

When party lists are received, the clerk must adhere to “party imbalance” *at each polling place*. The dominant party is entitled to one more election inspector at that polling place than the other party.

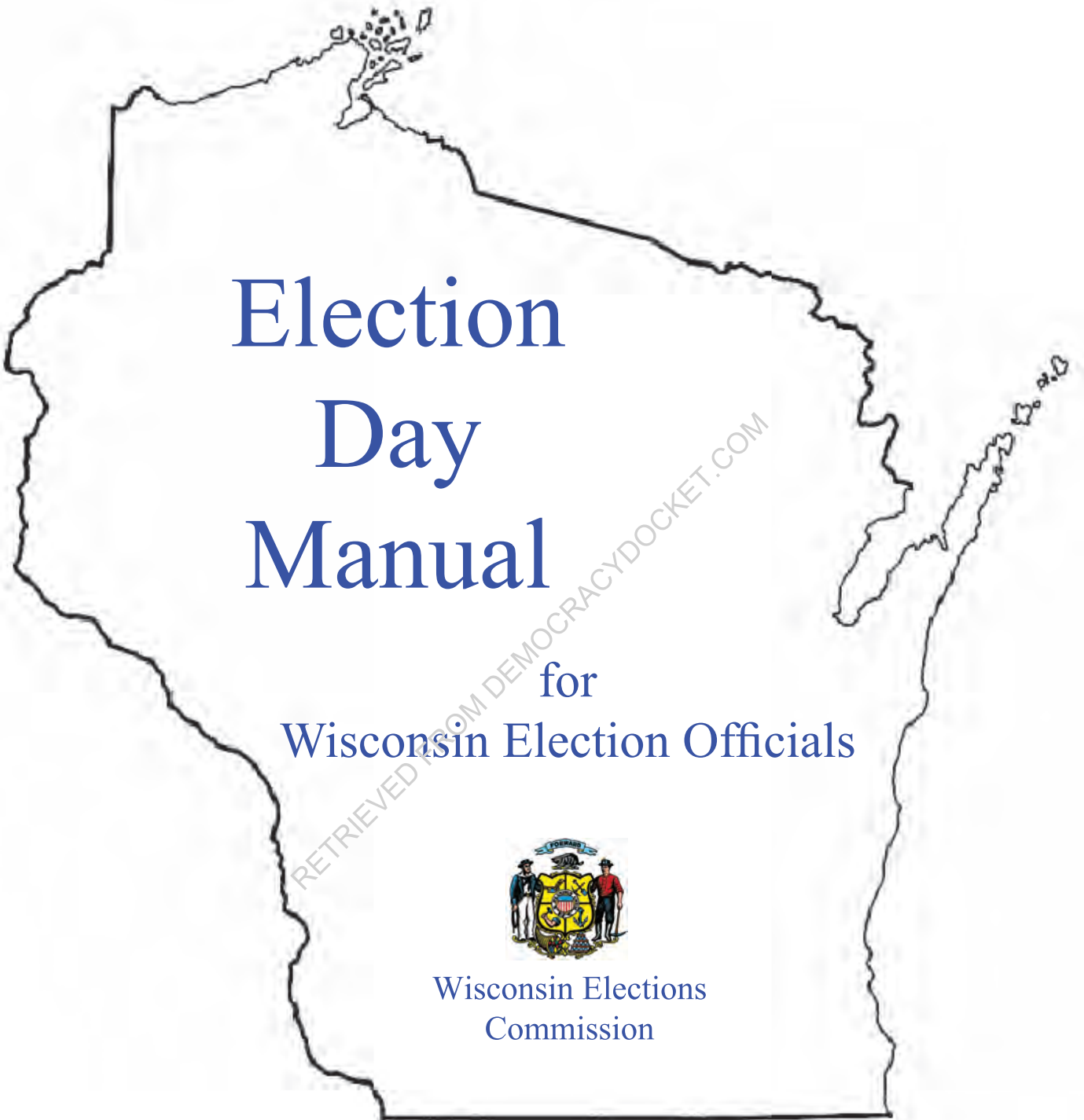
Example: Five election inspectors are to be placed at a polling place. The Democratic candidate for governor or president received the most votes at the polling place at the last general election. This means that three positions are Democratic and two positions are Republican. The governing body appoints three names from the Democratic list and two names from the Republican list.

It is possible that the dominant party will differ between polling places in the same municipality

If Lists are Received but are Insufficient:

If the Democratic and Republican parties’ lists are insufficient or the nominees decline to serve in the positions available for that party’s nominees, the remaining positions are filled without regard to party affiliation.

Example: Seven inspectors are to be placed at a polling place. The Republican candidate for governor or president received the most votes at the polling place at the last general election. This party imbalance gives the Republican Party the extra inspector so the ratio is four Republican positions to three Democratic positions. If sufficient lists from both parties were



Election Day Manual

for
Wisconsin Election Officials



Wisconsin Elections
Commission

August 2024

EXHIBIT G

QUALIFICATIONS FOR ELECTION OFFICIALS

Summary

An election official is defined as “an individual who is charged with any duties relating to the conduct of an election.” Wis. Stat. § 5.02(4e). County, municipal, and school district clerks are election officials, as are election inspectors, chief inspectors, election registration officials (EROs), special voting deputies (SVDs), tabulators, and greeters. Election officials perform a very important public service by enhancing the high quality and integrity of our elections.

The sections below outline the different appointment and qualifications, duties, and training requirements for each type of election official. The final section details the requirement that all election officials take and file an oath prior to commencing his or her duties.

Municipal Clerks

Appointment and Qualifications

Municipal clerks are elected by the voters or appointed to their positions by the governing body of a given town, village, or city. For specific qualification and residency requirements, consult your municipal attorney.

Duties

The municipal clerk’s election duties include, but are not limited to, supervision of elections and voter registration in the municipality, equipping polling places, purchasing and maintaining election equipment, preparing ballots and notices, and conducting and tracking the training of other election officials. The municipal clerk is responsible for conducting the election in his or her municipality.

Wis. Stat. § 7.15.

A municipal clerk may serve as an Election Registration Official and register voters at the polling place on Election Day. In addition, a municipal clerk may register voters in his or her office on Election Day if located within the same building as the polling place with a resolution of the governing body.

Training Requirement

Under Wisconsin law, each municipal clerk must attend training sponsored by the Wisconsin Elections Commission every two years. Wis. Stat. § 7.15(1m). In order to comply with this training requirement, municipal clerks must obtain six hours of training every two-year term, beginning January 1 of even-numbered years, and ending on December 31 of odd-numbered years.

All clerks must be initially certified by attending the Municipal Clerk Core Curriculum Training (MCT Core) course. Attending MCT Core certifies the clerk to conduct elections in the current term. In order to recertify for the following term, the clerk must attend at least six hours of Elections Commission-approved continuing election education during the current term. (Attendance at MCT Core counts three hours toward recertification for the following term.) Clerks always need to earn a total of six hours during the current term to recertify for the following term. EL 12.03(1), (2).

Clerks must report their election training and the number of hours to the WEC using the Municipal Clerk Recertification Reporting Form which is available on the WEC's website. Training can also be entered directly into WisVote if the clerk is a user of the WisVote system. Training not reported using the form or entered by the clerk in WisVote will not be counted towards recertification hours. Training "sponsored" by the WEC includes any training for municipal clerks that the WEC approves. This includes, but is not limited to, training given by county clerks, WEC clerk conference presentations, live or recorded webinar training sessions and election security training. A detailed list is available on the WEC website. EL 12.03 (4), (5).

Related Materials

The *Election Administration* manual details the duties and requirements for municipal clerks. This manual is available on the agency website for download or may be ordered for a small fee. The manual is issued to new municipal clerks when they have completed the Municipal Clerk Core training class. Information on recertification, as well as the Municipal Clerk Recertification Reporting Form, is also available on the agency website.

Special note regarding election inspector appointments: It is the opinion of the Commission that election inspectors may not serve at elections where they, their spouse, or immediate family member is a candidate on the ballot or under other circumstances where a candidate's success or failure to win election would affect the election inspector financially. There may be other laws that specifically prohibit certain individuals from serving as election inspectors. Clerks are encouraged to check with

their local municipal attorney if they have any questions as to whether a given individual may serve.

Election Inspectors

Appointment and Qualifications

Election inspectors, sometimes called “poll workers,” staff the polling place on Election Day. Each polling place should have seven inspectors, although the governing body may increase the number where more than one voting device is used or polling places are combined or reduce the number by resolution. Under no circumstances may there be less than three election inspectors. Wis. Stat. § 7.30(1)(a).

Election inspectors are appointed by the governing body. Nominations for election inspectors are presented to the presiding officer of the governing body in December of odd-numbered years. If lists of nominees are received from the two dominant political parties before the November 30 of odd-numbered years deadline, the election inspectors must be appointed from the lists. If no nominations, or an insufficient number of names, are submitted, the board of election commissioners shall appoint (or the mayor, president or chairperson of a municipality may nominate) qualified electors of the municipality without regard to party affiliation. The governing body appoints the inspectors for a two-year term at either a regular meeting, or at a special meeting designed for that purpose, before December 31 of odd-numbered years. Election inspector terms run from January 1 of an even-numbered year through December 31 of the subsequent odd-numbered year. Wis. Stat. § 7.30(4)(b).

Election inspectors must be able to read, write and understand the English language. An inspector may not be a candidate for any office to be voted on at an election at which they serve. Election inspectors must be qualified electors of the county served by the polling place in which they work. Wis. Stat. § 7.30(2)(c).

Duties

Election inspectors’ duties include but are not limited to setting up the polling place, preserving order, registering electors, recording electors, issuing ballots, monitoring voting equipment, counting votes, and properly completing the required forms. Wis. Stat. § 7.37.

Training Requirement

Election inspectors are required to receive training from the municipal clerk within two years of any election at which they serve. State law does not stipulate a minimum

number of hours per term or curriculum. It is the responsibility of the municipal clerk to see that all election inspectors are provided with adequate training for the performance of their duties and track the training they receive each term. Wis. Stat. § 7.315(b)(1).

Chief Election Inspectors

Appointment and Qualifications

For each polling place, one election inspector who has completed the required chief inspector training is designated by the municipal clerk to act as chief inspector. Even if more than one election inspector has completed chief inspector training, only ONE election inspector per polling place should serve officially as chief inspector at a given time. It is recommended that the municipal clerk NOT serve as any type of election inspector. The municipal clerk is prohibited from serving as any type of election inspector if he or she is on the ballot. Wis. Stat. § 7.30(2)(a).

The chief inspector must be a qualified elector of the municipality served by the polling place at which they work unless no qualified candidate is available. Wis. Stat. § 7.30(2)(a), EL 11.01(1).

Duties

The chief inspector acts as liaison between the election inspectors and the municipal clerk and is in charge of the polling place on Election Day.

Training Requirement

Chief inspectors have the additional training requirement that they must attend “Baseline Chief Inspector” training to be initially certified. Attending Baseline training certifies the attendee as a chief inspector for all of the elections in the current term. To recertify for the following term, a chief inspector must complete at least six hours of Elections Commission-approved continuing election education during the current term. Attendance at Baseline training also counts toward recertification hours for the following term. Please see the agency website for a list of approved methods for accumulating hours toward recertification of chief inspectors. The municipal clerk must track the training hours for chief inspectors in their municipality. Wis. Stat. § 7.31(4), EL 11.02.

Clerks may administer the “Chief Inspector Self-Evaluation” developed by the WEC to gauge their comprehension of election administration laws after completing the training.



Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984
(608) 266-8005 | elections@wi.gov | elections.wi.gov

MEMORANDUM

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Wisconsin County Clerks
Milwaukee County Election Commission

FROM: Meagan Wolfe
Administrator

Riley Willman
Elections Supervisor

DATE: October 3, 2023

SUBJECT: Appointment of Election Inspectors from Lists Submitted by Political Parties

Appointment of Election Inspectors

December 31, 2023, marks the end of the current term of Election Inspectors. Unless your current inspectors are reappointed by your governing body, they will no longer be Election Inspectors after the end of this year. At a meeting in December, not later than December 31, 2023, the municipal governing body shall appoint Election Inspectors for a two-year term which begins January 1, 2024, and ends December 31, 2025. Wis. Stats. §§ 7.30(4)(a), 7.30(6).

Submission of Inspector Nominee Lists by Political Parties

- No later than November 30, 2023, the two major political parties (generally, the Democratic and Republican parties) whose candidates for governor or president at the last general election received the largest number of votes at an *individual polling place* may submit a certified list of Election Inspector nominees to the municipal governing body. Wis. Stat. §7.30(4)(b), (c).
- Each party may submit names of nominees equal to at least the number of inspectors to which the party is entitled. The party must certify that each nominee has been contacted by the party and has agreed to serve. Wis. Stat. §7.30(4)(b).
- The position of Election Inspector is an appointed public office. Appointment to the position comes with the expectation that the Election Inspector intends to work every scheduled election conducted during their 2-year term and can be counted on to do so. A nominee who is not willing to make this commitment or expresses a desire to work only a specific election should not be appointed. Making

Wisconsin Elections Commissioners

Don M. Millis, chair | Marge Bostelmann | Joseph J. Czarnecki | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator
Meagan Wolfe

EXHIBIT H

Memo - Appointment of Election Inspectors from Lists Submitted by Political Parties

October 3, 2023

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this commitment may require adjusting personal schedules to accommodate availability for each election.

- The party whose candidate received the largest number of votes *at each polling place* is entitled to one more inspector than the party whose candidate received the next largest number of votes at that polling place. Wis. Stat. § 7.30(2)(a).
- For inspector appointments made this December, the election used to determine the two dominant parties and which party is entitled to the extra poll worker at each polling place is the November 8, 2022 general election. Wis. Stat. § 7.30(2)(a).

Example:

- Five election inspectors are to be placed at a polling place. Tony Evers (Democratic) received the most votes at the polling place at the November 2022 election. Therefore, the Democratic Party is entitled to one more inspector than the Republican Party.
- The Democratic Party has three positions available and the Republican Party has two positions available.

Note: It is possible for the party whose candidate for governor received the most votes to differ between polling places in the same municipality.

Qualifications

In addition to being able to read and write the English language and being capable and of good understanding,

- Election Inspectors must be qualified electors of the county in which they serve. Wis. Stat. § 7.30(2)(a).
- Each party may establish additional criteria that a prospective nominee must meet in order to be included on the list submitted by the party. This may include a requirement to be a member of the party or to belong to an organization affiliated with the party.

Public Records Requests by Parties

The Democratic and Republican Parties are working to assemble and submit lists of Election Inspector nominees to as many municipalities as possible. You may receive a public records request from one or both parties asking you to provide the names of your current inspectors and their party affiliations.

- Your list of current inspectors is an open record and subject to the public records law. However, not all information regarding the inspector should be released. The inspector's name, address and party affiliation (if any) must be released in response to an open records request. Wis. Stat. § 19.36(11) directs that home email and home telephone numbers cannot be released unless authorized by the official. However, the "work" number or email of appointed officials would need to be released.

Memo - Appointment of Election Inspectors from Lists Submitted by Political Parties
October 3, 2023
Page 3

Municipal clerks are not required to collect contact information, but to the extent such information is collected, clerks should affirmatively address with their election inspectors what information should be considered their “work” contact information. “Home” contact information should not be used for communications concerning an inspector’s public role as an election official.

- Any current inspectors who were appointed from a party list in 2021 should have their party affiliation listed by their name.
- Current inspectors who were *not appointed from party lists* should be indicated by the word “unaffiliated” by their name.
- Providing a list of your current inspectors and their party affiliations (if their names were on a party list in December 2021), if any, may encourage the parties to nominate experienced inspectors.

No inspector on your list should be listed with a party affiliation unless that inspector was appointed from a party-submitted list. Do not insist that inspectors who were not nominated by a party disclose their political party leanings to you.

Delivery/Transmission of Lists

Wis. Stat. § 7.30(4), provides that the lists are to be submitted to the chief elected official (Mayor, Village President, Town Board Chairperson) or the municipal clerk. (In the City of Milwaukee, the lists are to be submitted to the City of Milwaukee Board of Election Commissioners.)

- We recommend that the lists be submitted to both the head of the governing body and the municipal clerk in order to facilitate this process. If the head of the governing body has not received the list, the clerk is required to immediately forward a copy of the list to the elected official. Wis. Stat. § 7.30(4)(b)2.a.,b
- Letters have been sent to the Democratic and Republican state parties reminding them of the local parties’ responsibility to submit lists of poll worker nominees. Copies of the letters accompany this correspondence.

The statutory deadline for submission of lists by the Parties is Thursday, November 30, 2023.

- Lists of inspector nominees may be submitted by mail or other delivery service, personal delivery or electronically (by fax or email) no later than close of business on the deadline. Wis. Stat. § 7.30(4)(c).
- If the list is submitted electronically, the list containing the original signature(s) of the appropriate party affiliate must follow, postmarked no later than the deadline. Wis. Adm. Code EL § 6.04.

Appointments Must be Made from the Lists

If Lists are Received from One or Both Parties

Memo - Appointment of Election Inspectors from Lists Submitted by Political Parties

October 3, 2023

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- When lists of Election Inspector nominees are submitted by one or both Parties, appointments must be made from the lists submitted by the Party for as long as Election Inspector positions are available. Wis. Stat. § 7.30(4)(c).
- Current inspectors may be reappointed if their name appears on a party list, the party list is insufficient, or no party list is received. A reserve pool of inspectors may be appointed by the governing body in the event of vacancies.
- If party lists have been timely received, positions must be filled from the lists until the names on those lists have been depleted.
- The lists may designate individuals as “first-choice” nominees, who must be appointed if they qualify and so long as positions are available. Wis. Stat. §7.30(4)(b)2.c.
- If the governing body has good cause not to appoint an individual whose name is submitted as a “first-choice” nominee, it may request the WEC authorize non-appointment, and may not decline to appoint such individual until receiving the WEC’s authorization. Wis. Stat. §7.30(4)(e).

If Lists are Received but are Insufficient

- If a Party’s list is insufficient to fill the positions available for that party’s nominees, the remaining positions may be filled without regard to party affiliation (unaffiliated inspectors). Wis. Stat. §7.30(4)(c).

Example:

Seven inspectors are to be placed at a polling place. Tim Michels (Republican) received the most votes at the polling place in November 2022. Therefore, the Republican Party is entitled to one more inspector than the Democratic Party.

- If sufficient lists from both parties are submitted, four names would be appointed from the Republican list and three names would be appointed from the Democratic list.
- If there are only *three* names on the Republican list and no Democratic list was submitted, the governing body appoints the three Republican names. The Mayor, Village President or Town Board Chairperson nominates other qualified individuals, regardless of party affiliation, and submits the names to the governing body for appointment to the remaining four “unaffiliated” positions.
- If the Democratic Party submitted a list with two names in addition to the Republican Party list containing three names, only two unaffiliated positions would be appointed.

If No Lists are Received

Memo - Appointment of Election Inspectors from Lists Submitted by Political Parties
October 3, 2023
Page 5

- If no lists are submitted, the Mayor, Village President or Town Board Chairperson nominates other qualified individuals, regardless of party affiliation, and submits the names to the governing body for appointment. All appointments are made without regard to party affiliation (unaffiliated).
- While qualified electors of the county may be nominated and appointed, qualified electors of the municipality are to be given preference when the governing body appoints without regard to party affiliation. Wis. Stat. §7.30(4)(c).
- Municipalities may require appointed individuals to comply with standard personnel policies and requirements, such as the submission of contact information and documents necessary to process compensation. If you are unsure whether such a requirement adds an impermissible qualification for nominated individuals, you may seek guidance from WEC staff.

Please refer to the Election Officials section of the [Election Administration Manual](#) for additional information. If you have questions, please contact the WEC Help Desk at (608) 261-2028, or elections@wi.gov. Thank you.

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