

Elections Policy and Procedures

Elections

All elections will be conducted following the guidelines set forth by the state of Michigan.

Inverness Township has the right to set specific guidelines that the township feels necessary to keeping the community safe. Any guidelines set forth by the township will not over step the bounds of above mentioned authority already in place.

The Township Clerk shall be responsible for overseeing the elections for the township. The Clerk will follow all guidelines and laws set forth by the Michigan Secretary of State. The Clerk shall be certified by the state of Michigan to carry out their duties during an election.

Some of the Clerks election duties consist of:

- Receiving nominating petitions and Affidavits of Identity.
- Managing voter registration using the QVF system: Accepting voter registrations, maintaining voter registration files, transferring voter registrations in compliance with federal and state record keeping requirements, and oversees the use of the electronic poll book.
- Administering absentee voting (AV) and conducting elections: Receiving AV applications, and records, tracks and mails AV ballots. Election responsibilities include controlling campaign materials, handling recounts, conducting special and recall elections.
- Posting and publishing state-required election notices.

Election Day Procedures

There will be extended guidelines in effect during all elections to accommodate the health and safety of the community during the Covid-19 pandemic.

The township Clerk has the authority to create a safe and healthy environment during elections and to designate certain areas inside and outside of the township hall for voters to complete a secure voting process. Those procedures include but are not limited to the following.

- Designated lines for masked and unmasked voters
- Designated voting stations for mask-less voters
- Having mask-less voters wait in a designated area until there is enough space in the voting area for them to complete the voting process. Said voters would not lose their place in line.

All policies and procedures will be followed consistently at each election and any individuals with questions or concerns should speak with the township Clerk.

The above is a guideline and the policies on masked and mask-less voters are subject to change. The township Clerk will make a reasonable effort to update the changes to the election day procedures.

