



**SURFSIDE BEACH MUNICIPAL ELECTION COMMISSION
REGULAR MEETING MINUTES
SEPTEMBER 13, 2011 ♦ 10:30 A.M.
TOWN HALL CONFERENCE ROOM**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59

1. **CALL TO ORDER.** Clerk Herrmann called the meeting to order at 10:30 a.m. Commission members Cockey and Inman were present. One position is vacant. A quorum was present. Others present: Town Clerk Herrmann.

2. **CHAIRMAN ELECTION.** The members concurred to postpone until the vacant position is filled.

3. **OATH OF OFFICE.** Commissioners Cockey and Inman each swore to the Oath of Office, which is evidenced by their respective signatures thereon that are filed in the clerk's office.

4. **BUSINESS**

A. **Review Election Laws.** Of specific concern was the newly adopted bill requiring photo identification from electors at the polling places. Note was made to confirm that the Department of Justice had approved the legislation prior to the April 2012 election. Other municipal and state codes were reviewed as applicable to the upcoming election.

B. **Count Down and Post Election Important Dates & Tasks.** The general schedule was reviewed and approved, a copy of which is on file in the clerk's office.

i. **Seats up for election: Mayor and 3 Councilmembers.** The mayor's seat and three councilmembers' seats are up for election. If a seated councilmember makes a bid for and wins the mayor's seat, a special election will be announced *after* the General Election to fill the vacated unexpired term.

ii. **Filing Dates; Fees; Procedure; Forms.** A general discussion was held about filing dates, fees, and procedure. The commissioners approved the draft forms proposed to be used.

iii. **Advertising.**

a. **General Election Notice.** Pursuant to State Code, the General Election Notice was reviewed and approved. The commissioners decided that absentee ballots would be reviewed at 5:00 p.m. on Election Day. The General Election Notice will be published December 8th and December 22nd in the *Sun News*, a local daily newspaper, and the same approximate dates in the *Myrtle Beach Herald*, consistent with its weekly publication schedule.

b. **Filing Open Notice.** Pursuant to Town Code, the Public Notice-Candidate Filing Open advertisement will be published on Monday December 26th, 2011 and also on Monday, January 9th, 2012, the first day filing is open in both newspapers mentioned above in paragraph a.

C. **Training.**

i. and ii. **State Mandated and Municipal.** The commissioners concurred that in-person training would be best for our poll managers and suggested that the Horry County Election Office be contacted to determine whether they could provide a training class within two weeks of the election.

D. **Poll Workers.**

i. **Requirements.** Poll managers must be registered electors of the county or adjoining county according to State Code; therefore, non-residents may work the polls. Poll managers must receive training within thirty (30) days, but preferably within two weeks, of the General Election Date.

ii. **Number Required Per Precinct.** Horry County Elections office reported that Precinct Number One, Dick M. Johnson Civic Center, has 1,953 registered voters. Precinct Two, Surfside United

60 Methodist Church has 864 registered voters. Based on those totals, it was determined that Precinct One
61 needs six (6) poll managers, and Precinct Two needs four (4) poll managers. The commissioners
62 concurred that two or three (2 or 3) additional individuals would be sought as stand-by managers in the
63 event of an emergency or illness.
64

65 iii. Recruiting Volunteers. The commissioners will recruit volunteers to work the polls in addition
66 to notices being published on the town's website.
67

68 E. Protests.
69

70 i. Deadline to File – 7:00 p.m. on Thursday, April 5th, 2012. State Code §5-15-130 requires that
71 any protests be filed in writing within 48 hours of the election. The town clerk receives protests and will
72 be at town hall until 7:00 p.m. on April 5th to insure that any protest is received.
73

74 ii. Funding Recommendation Request to Town Council for Town Attorney & Court Reporter as
75 suggested by SC Election Commission. The South Carolina Election commission highly recommends
76 that the town employ its attorney and a court reporter for any protest hearing as this will provide proper
77 documentation if the protest advances to a higher court. Ms. Inman moved to request that Town Council
78 approve funding to engage the town attorney and a court reporter should a protest hearing be necessary.
79 Ms. Cockey seconded. All voted in favor. **MOTION CARRIED.**
80

81 iii. Written Protest Received – Hearing Scheduled within 48-Hours. The clerk will notify the
82 commissioners upon receipt of any protest and schedule a hearing with 48-hours of receipt thereof.
83

84 6. **PUBLIC COMMENTS.** No members of the public were present.
85

86 7. **COMMISSION COMMENTS.** There were no commission comments.
87

88 8. **ADJOURNMENT.** There was no other business to come before the meeting and the clerk
89 declared it adjourned at 11:39 a.m.
90

91 Respectfully submitted,
92

93 _____
94 Debra E. Herrmann, CMC, Town Clerk
95

96 Approved: October 24, 2011
97

98
99
100 _____
101 Evelyn Cockey, Commission Member

101 _____
102 Peggy Inman, Commission Member
103

104 _____
105 Vacant Seat
106

106 Clerk's Note: This document constitutes minutes of the meeting. This meeting was transcribed by Town Clerk Herrmann. In
107 accordance with FOIA, meeting notice and the agenda were distributed to local media and interested parties. A complete list is on
108 file in the clerk's office. The agenda was posted on bulletin boards outside Council Chambers and in the Town Hall reception area.
109 Meeting notice was also posted on the Town marquee.