**RESOLUTION NO. [XXXX]**

**A RESOLUTION TO PREPARE FOR ELECTION DAY HAND COUNT AND HAND TALLY PROCEDURES IF LEGISLATIVE CHANGES PERMIT**

WHEREAS, the City/Town of [Municipality Name] is committed to ensuring the highest standards of accuracy, transparency, and public confidence in the electoral process; and

WHEREAS, Minnesota’s 2024 election laws currently require ballots to be sealed immediately after the close of polls, preventing hand counting of ballots on Election Day; and

WHEREAS, election hand counts and tallies conducted alongside machine counts provide an additional layer of verification and can strengthen trust in election results; and

WHEREAS, the City/Town of [Municipality Name] recognizes the importance of readiness and training to implement hand count procedures should future legislative changes permit such practices; and

WHEREAS, such hand count procedures could include the verification of absentee ballots if the City/Town assumes responsibility for their processing and counting;

NOW, THEREFORE, BE IT RESOLVED BY THE [City/Town Council/Board] OF THE [Municipality Name]:

**Section 1. Declaration of Intent**

The City/Town of [Municipality Name] declares its intent to implement an Election Day hand count and hand tally process for all precincts within its jurisdiction, contingent upon legislative changes permitting such activities.

**Section 2. Purpose**

This resolution is intended to:

1. Reaffirm the City/Town’s commitment to election accuracy and integrity.
2. Prepare for the execution of Election Day hand count procedures if permitted by law.
3. Ensure that all ballots, including absentee ballots, are subject to the same rigorous verification standards.

**Section 3. Implementation Process**

Upon legislative changes permitting Election Day hand counts, the City/Town will undertake the following steps to ensure effective implementation:

1. **Training Election Judges and Staff:**
   * Develop and deliver comprehensive training programs for election judges and staff on hand count procedures, including the piling method and ballot handling.
   * Include specific training on counting absentee ballots for municipalities processing their own absentee votes.
2. **Election Day Hand Count Plan:**
   * Establish detailed plans for conducting hand counts at each precinct on Election Day.
   * Create protocols for reconciling hand count results with machine tallies and addressing discrepancies.
3. **Logistics and Resources:**
   * Ensure the availability of adequate facilities, supplies, and personnel to conduct hand counts efficiently.
   * Provide secure storage and handling for all ballots during and after the hand count.
4. **Public Transparency:**
   * Allow public observation of the hand count process in accordance with state law.
   * Publish results of hand counts alongside machine tallies for public review.
5. **Collaboration with State and County Officials:**
   * Coordinate with the Minnesota Secretary of State and County Auditor to align hand count practices with state guidelines and requirements.
   * Seek guidance on integrating hand counts with existing postelection review processes.
6. **Postelection Review:**
   * Conduct a postelection review of the hand count process to identify improvements and ensure continued voter confidence.

**Section 4. Absentee Ballot Integration**

For municipalities that have assumed responsibility for absentee ballot processing and counting, the hand count plan shall:

1. Include absentee ballots in Election Day hand tally procedures.
2. Ensure consistent protocols for hand counting absentee and in-person ballots.
3. Address logistical considerations, including secure transportation and storage of absentee ballots.

**Section 5. Effective Date**

This resolution shall take effect immediately upon its adoption, and the provisions outlined herein shall be implemented as soon as legislative changes permitting Election Day hand counts are enacted.

Adopted by the [City/Town Council/Board] of the [Municipality Name] on this [date] day of [month], [year].

Signed:

Mayor/Chairperson

City/Town Clerk

**Certification:**  
I hereby certify that the foregoing resolution was duly adopted by the [City/Town Council/Board] of the [Municipality Name] at a regular meeting held on [date], and that a quorum was present.

City/Town Clerk