

LINCOLN COUNTY ELECTION TRAINING
Municipal Clerk Meeting
Wednesday, October 29, 2025
5:00PM – 6:00PM Municipal Clerks
Meeting Location: Rm 247/248 Lincoln County Service Center
801 N. Sales St., Merrill, WI 54452

Electronic Attendance Available: Persons wishing to attend the meeting electronically may enter the meeting prior to the start time indicated above using the following number or address:

Conference Call: 1 678-369-7492
Access Code: 6 9 0 0 2 4 0 8 7 #
Meeting ID: <https://meet.google.com/zjz-fpwd-ins?hs=122&authuser=0>

AGENDA

1. Call to Order
2. 2026 Election Dates
3. Election Supplies
 - a. Discuss County Clerk and Municipal Clerk Envelopes (Sizes)
 - b. Election Material Transport Bags
 - c. General Election Supplies
 - d. DS200 Equipment Replacement Timeline Discussion
4. Judicial and Election Official Privacy Laws
 - a. Protected Voter Supplemental
5. Contingency Plans
6. Absentee Voting
 - a. In-Person Voting Location
 - b. Processing Absentee Requests
 - c. Absentee Light Status
7. Appointing Election Officials
8. Ballots
9. Election Observer New Administrative Code (effective August 1, 2025)
10. Open Records Requests
11. Municipal Clerk's Election Day Responsibilities
12. Public Testing
13. Election Information/Updates
 - a. WisVote Sandbox
 - b. WEC Training
 - c. WEC Manuals
 - d. Voter Roles
 - e. Absentee Envelopes
 - f. Election Day Paperwork (thumb drive)
 - g. Election Notices (Reminder to print in 18pt font)
 - h. Election Night Paperwork Instruction Manual
 - i. County Clerk Envelope Update
 - j. Supplemental List – Late Day Registration vs Election Day Registration
 - k. MyVote voter notifications
14. Open Forum
15. Adjourn

DISTRIBUTION:

Committee Members – Lincoln County Clerk, Deputy County Clerk, Municipal Clerks and/or Town Designees, County Board Supervisors
At: _____ a.m./p.m. By: _____

Posted on _____

Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. You may contact the County Clerk at 715.539.1019. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.