

# AVON TOWNSHIP EMERGENCY VOTING PLAN

In accordance with Minnesota Statute 204B.181, Avon Township, Stearns County, Minnesota has developed the following Election Emergency Plans:

1. **Emergency Contacts** – in the event of an emergency necessitating moving the polling place, the Clerk – Stephen G. Saupe (320.248.8036; clerk@avontownship.org) – will be the Township representative responsible for making any election emergency decisions. If the Clerk is unavailable, decisions will be made by the Treasurer (Kelly Martini; 320.493.9134; treasurer@avontownship.org), followed by the Chair of the Board of Supervisors (Chad Klocker; 320.249.4631; chad\_klocker@avontownship.org).
2. **Who to Contact** – in the event the Township needs to activate election emergency planning, the Township representative (*i.e.*, Clerk) will contact the following individuals (in order) to alert them to the situation: (a) Treasurer; (b) Chair of the Board of Supervisors; (c) Roxanne Gerards (Stearns County, 320.656.3910), or if not available, Laura Laudenbach (Stearns County, 320.656.3902); and (e) Stearns County Sheriff (320.259.3700).
3. **Town Hall Emergency** – if a problem in the Town Hall prevents voting, the alternate location for voting in Avon Township is the Avon Township Maintenance shop, located at 16883 Queens Road, Avon (MN). If both the Town Hall and Maintenance Shop are unavailable, then the polls will be moved to the Church of the Immaculate Conception, 37186 Co Rd 9; Fr. Gregory Mastey, 320.746.2231). Directions to the Church from the Town Hall will be posted at the Town Hall.
4. **Power Failure** – in the event of a power failure during voting in the Town Hall, if time permits, voting will be moved to the Maintenance shop. Alternately, a generator will be used to run the voting machines and lights in the Town Hall. The Chair of the Board of Supervisors will set up the generator.
5. **Inclement Weather** – if there is a snow storm, tornado or other weather that interferes with voting, the responsible Township agent, in consultation with the Sheriff, weather service, County, or other agent, will decide if it is necessary to postpone voting to the following week (for a Township election) or where to relocate the polls (if a Primary or General Election).
6. **Information Distribution** – if there is an emergency, the public will be notified via KASM radio (AM 1150), the Avon Township website ([www.avontownshipmn.gov](http://www.avontownshipmn.gov)), and notices placed in the designated Township posting places (The Store, Town Hall). Signs will be placed in the Town Hall bulletin board notifying residents of any change in voting plans.
7. **Security** – If it is necessary to transport ballots or other voting materials to a new location, this process will be directed by the Town Clerk and at least one other Township

representative (not on the ballot) or election judge. These individuals will be responsible for the safety and security of the ballots and voting materials.

Adopted by the Avon Township Board this 4<sup>th</sup> day, in the month of March in the year 2026.

**Approved:**

Avon Township Board of Supervisors

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Chad Klocker, Chair

**Attest:**

Avon Township Clerk, Acting

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Marion Gondringer

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date