2013 March Township Election Calendar

This calendar lists important election dates related to the 2013 Election Cycle. Date entries include citations to Minnesota Statutes or Minnesota Rules. Minnesota Statutes and Rules are available at http://www.revisor.leg.state.mn.us. In all matters, Minnesota Election Law is the final authority, not this calendar. Changes to Minnesota Election Law enacted by the Minnesota State Legislature in 2013 may alter dates or other information on this calendar. For the most current version of this document please check the Secretary of State's website at www.sos.state.mn.us.

This calendar is not intended to provide legal advice and should not be used as a substitute for legal guidance. Readers should consult with an attorney for advice concerning specific situations.

*** Metro Towns (200.02, subd. 24): Towns located in Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, Washington, and Wright Counties.**

**** Metropolitan area (473.121, subd. 2): The area over which the Metropolitan Council has jurisdiction, including only the counties of Anoka; Carver; Dakota excluding the city of Northfield; Hennepin excluding the cities of Hanover and Rockford; Ramsey; Scott excluding the city of New Prague; and Washington.**

Calculation of Dates:
Dates on the 2013 Minnesota Combined Election Calendar are calculated in the following manner, pursuant to Minnesota Statutes, Chapter 645: When counting the number of days before an election or other event, the day before the event is the first day counted. When counting the number of days after an election or other event, the day after the event is the first day counted. When the last day falls on a weekend or legal holiday, that day is usually omitted from the computation.

Note: When Minnesota Election Law requires that action be taken on or before a date that falls on a weekend, this calendar usually uses the previous Friday date to ensure timely action.

For relevant law on the calculation of dates, see Minn. Stat. §§ 645.13; 645.15; 645.151; 331A.08, subd. 1; 331A.08, subd. 2.

645.13 Time; publication for successive weeks.
When the term "successive weeks" is used in any law providing for the publishing of notices, the word "weeks" shall be construed as calendar weeks. The publication upon any day of such weeks shall be sufficient publication for that week, but at least five days shall elapse between each publication. At least the number of weeks specified in "successive weeks" shall elapse between the first publication and the day for the happening of the event for which the publication is made.

645.15 Computation of time.
Where the performance or doing of any act, duty, matter, payment, or thing is ordered or directed, and the period of time or duration for the performance or doing thereof is prescribed and fixed by law, the time, except as otherwise provided in sections 645.13 and 645.14, shall be computed so as to exclude the first and include the last day of the prescribed or fixed period or duration of time. When the last day of the period falls on Saturday, Sunday or a legal holiday, that day shall be omitted from the computation.

645.151 Timely delivery or filing.
When an application, payment, return, claim, statement or other document is to be delivered to or filed with a department, agency or instrumentality of this state or of a political subdivision on or before a prescribed date and the prescribed date falls on a Saturday, Sunday or legal holiday, it is timely delivered or filed if it is delivered or filed on the next succeeding day which is not a Saturday, Sunday or legal holiday.

331A.08

Subd.1. **Time for publication.** The time for publication of public notices shall be computed to exclude the first day of publication and include the day on which the act or event, of which notice is given, is to happen or which completes the full period required for publication.

Subd. 2. **Time for act or proceeding.** The time within which an act is to be done or proceeding had or taken, as prescribed by the rules of procedure, shall be computed by excluding the first day and including the last. If the last day is Sunday or a legal holiday the party shall have the next secular day in which to do the act or take the proceeding.

Start Date	End Date	Start Time	End Time	**Subject**	Location	Affected	Reference
Friday, January 11, 2013	Friday, January 11, 2013	8:00 AM	9:00 AM	Towns with March Elections: Last day to disseminate information to public about use of new voting system – at least 60 days prior to election.	206.58, subd. 1	Towns with March Elections	Equipment
Monday, January 21, 2013	Monday, January 21, 2013	8:00 AM	4:30 PM	**Martin Luther King Jr. Day Holiday -** No public business shall be transacted, except in cases of necessity.	645.44, subd. 5	Holiday	Holiday
Friday, January 25, 2013	Friday, January 25, 2013	9:30 AM	10:00 AM	Last day for townships with March election to revoke mail election precinct prior to election - no later than 45 days before the next affected election.	8210.3000, subp. 2	Towns with March Elections	Mail Elections
Tuesday, January 29, 2013	Tuesday, January 29, 2013	8:00 AM	9:00 AM	Towns with Mar Elect must provide instruction for voters on new electronic voting system that will be used for 1st time, including public demonstration of voting system – for 6 weeks immediately prior to 1st election at which voting system will be used.	206.58, subd. 1	Towns with March Elections	Equipment
Friday, February 08, 2013	Friday, February 08, 2013	8:30 AM	9:00 AM	Town Board establishes an AB board with responsibility to accept/reject ABs. Clerk deliver ABs to board within 5 days of receipt. Except that during14 days immediately preceding the election, clerk shall deliver ABs to board within 3 days after receipt.	203B.08; 203B.121	Towns with March Elections	AB
Friday, February 08, 2013	Friday, February 08, 2013	9:00 AM	9:30 AM	Recording process for absentee ballots received for Mar Twp Election. (*Exception for healthcare agent delivery on Election Day (M.S. 203B.11, subd. 4)*	203B.08; 8210.2200	Towns with March Elections	AB
Friday, February 15, 2013	Friday, February 15, 2013	8:30 AM	9:00 AM	Last day to notify affected voters of a polling place change for Mar Twp Elections – at least 25 days before election.	204B.16, subd. 1a	Towns with March Elections	Polling Place
Friday, February 15, 2013	Friday, February 15, 2013	9:00 AM	9:30 AM	Mar Twps: Last day to appoint election judges for March Twp Elections – at least 25 days before election.	204B.21, subd. 2	Towns with March Elections	Election Judges
Monday, February 18, 2013	Monday, February 18, 2013	8:00 AM	9:00 AM	**Presidents' Day Holiday:** No public business shall be transacted, except in cases of necessity.	645.44, subd. 5	Holiday	Holiday
Tuesday, February 19, 2013	Tuesday, February 19, 2013	8:00 AM	9:00 AM	Last day for School District to hold special election prior to Mar Twp Election - special election may not be held during 20 days before & 20 days after any regularly scheduled election of municipality wholly or partially within school district.	205A.05, subd. 1	Towns with March Elections	Special Election
Wednesday, February 20, 2013	Wednesday, February 20, 2013	8:00 AM	9:00 AM	Last day for operator of a residential facility to provide certified list of employees eligible to vouch for residents of facility – no less than 20 days before	201.061, subd. 3	Towns with March Elections	Reg.
Tuesday, February 26, 2013	Tuesday, February 26, 2013	7:30 AM	8:00 AM	Last day for Town Clerk to post sample ballot for Mar Elct. in Clerk's office - at least 2 weeks before the election.	205.16, subd. 3	Towns with March Elections	Notice

Start Date	End Date	Start Time	End Time	**Subject**	Location	Affected	Reference
Tuesday, February 26, 2013	Tuesday, February 26, 2013	9:30 AM	10:00 AM	Last day for Town Clerk to publish sample ballot for Mar Twp Election for 1st of 2 times - at least 2 weeks before election. (Optional for *Non-Metro Townships)	205.16, subd. 2	Towns with March Elections	Notice
Friday, March 01, 2013	Friday, March 01, 2013	9:00 AM	9:30 AM	Last day for town clerk to give notice of changed voting hours & to notify County Auditor of change - the municipal clerk shall give 10 days notice.	205.175	Towns with March Elections	Notice
Friday, March 01, 2013	Friday, March 01, 2013	9:30 AM	10:00 AM	Last day for an election judge to submit written notice of serving voluntarily without pay – no later than 10 days before the election.	204B.31, subd. 2	Towns with March Elections	Election Judges
Tuesday, March 05, 2013	Tuesday, March 05, 2013	9:30 AM	10:00 AM	Non-Metro Townships: For those that opted to publish notice of election this is the last day for township clerk to publish 2nd of 2 notices of election - 1 week before election.	205.16, subd. 1	Towns with March Elections	Notice
Tuesday, March 05, 2013	Tuesday, March 05, 2013	10:00 AM	10:30 AM	Metro Twps: Last day for clerk to publish 2nd of 2 notices of election - 1 week before election. (Optional for *non-metro townships)	205.16, subd. 1	Towns with March Elections	Notice
Tuesday, March 05, 2013	Tuesday, March 05, 2013	8:00 AM	9:00 AM	Begin Agent Pickup/Delivery of AB to voter who can't get to polls b/c: incap. health reasons; disabled; healthc. fac. patient; asstd living fac. resid; adult res. program; res. of battered women shelter. Requires preexisting relationship - 7 days prec. el. & until 2p.m. on Elect. Day.	203B.11, subd. 4	Towns with March Elections	AB
Friday, March 08, 2013	Friday, March 08, 2013	8:00 AM	9:00 AM	Twp with Mar Elect. last day to secure election materials from auditor – 4 days before election.	204B.28, subd. 2	Towns with March Elections	Election Day
Saturday, March 09, 2013	Saturday, March 09, 2013	9:00 AM	9:30 AM	Towns with Mar. Elections: Clerk's office open 10:00 a.m. to Noon for absentee voting – Saturday before election.	203B.085	Towns with March Elections	AB
Monday, March 11, 2013	Monday, March 11, 2013	8:00 AM	9:00 AM	Last day to apply for absentee ballots for Mar Twp Elections. *(Exception in Minn. Stat. §203B.04, subd. 2 for voter who becomes resident or patient in healthcare facility or hospital located in municipality the day before election)*	203B.04	Towns with March Elections	AB
Monday, March 11, 2013	Monday, March 11, 2013	9:30 AM	10:00 AM	Last day to do public accuracy test of voting equipment - within 14 days of election. Publish notice at least 2 days before test.	206.83	Towns with March Elections	Equipment
Monday, March 11, 2013	Monday, March 11, 2013	10:00 AM	10:30 AM	Last day for election judges to secure election supplies from town clerk – not later than 9p.m. the day before the election.	204B.29, subd. 1	Towns with March Elections	Election Judges
Tuesday, March 12, 2013	Tuesday, March 12, 2013	8:00 AM	9:00 AM	**TOWNSHIP ELECTION DAY:** Municipal Clerk post a sample ballot in each polling place on election day.	205.16, subd. 3	Towns with March Elections	Election Day- Notice
Tuesday, March 12, 2013	Tuesday, March 12, 2013	9:30 AM	10:00 AM	**TOWNSHIP ELECTION DAY: Metro Area Twp:** Minimum voting hours 10a.m. to 8p.m. (Metro Area: Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, Washington, & Wright.)	205.175	Towns with March Elections	Election Day

Start Date	End Date	Start Time	End Time	**Subject**	Location	Affected	Reference
Tuesday, March 12, 2013	Tuesday, March 12, 2013	10:00 AM	10:30 AM	**TOWNSHIP ELECTION DAY: Non-Metro Area Twp:** Minimum voting hours 5p.m. to 8p.m. (Metro Area: Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne, Washington, &Wright)	205.175	Towns with March Elections	Election Day
Tuesday, March 12, 2013	Tuesday, March 12, 2013	1:00 PM	2:00 PM	**TOWNSHIP ELECTION DAY:** Patients in Health Care Facility may designate for absentee ballot delivery until 2:00 p.m.	203B.11, subd. 4	Towns with March Elections	AB
Tuesday, March 12, 2013	Tuesday, March 12, 2013	2:00 PM	3:00 PM	**TOWNSHIP ELECTION DAY:** Agents may return absentee ballots to Clerk until 3:00 p.m.	203B.08; 203B.11, subd. 4	Towns with March Elections	AB
Wednesday, March 13, 2013	Wednesday, March 13, 2013	8:00 AM	9:00 AM	Township faxes unofficial results to County Auditor.	Adm.	Towns with March Elections	After the Election
Wednesday, March 13, 2013	Wednesday, March 13, 2013	9:30 AM	10:00 AM	Election Judges must return election materials to Clerk's office – within 24 hours of the end of hours for voting.	204C.27	Towns with March Elections	Election Judges
Thursday, March 14, 2013	Thursday, March 14, 2013	9:00 AM	10:00 AM	Last day to return township polling place rosters and completed VRAs to county auditor – within 48 hours after voting ends.	204C.27	Towns with March Elections	After the Election
Tuesday, March 19, 2013	Tuesday, March 19, 2013	8:00 AM	8:30 AM	Bad weather alternate date for township election and annual town meeting – 3rd Tues in Mar.	365.51, subd. 1	Towns with March Elections	Election Day
Tuesday, March 19, 2013	Tuesday, March 19, 2013	9:00 AM	9:30 AM	Last day for Mar Twp El. candidates to file *Campaign Financial Report Certification of Filing* – no later than 7 days after election.	211A.05, subd. 1	Towns with March Elections	Filing
Tuesday, March 19, 2013	Tuesday, March 19, 2013	8:30 AM	9:00 AM	Last day for candidate to request a recount or contest Mar Twp election – within 7 days after canvass is completed.	204C.36, subd. 1(c); 209.021, subd. 1	Towns with March Elections	After the Election
Wednesday, March 20, 2013	Wednesday, March 20, 2013	8:00 AM	9:00 AM	1st day to issue certificates of elcts for Mar Twp E – contest period has passed. (Clerk issues cert to winning candidates if: 1 Candidate submitted Cpgn Fin Reprt Cert. of Filing form. 2 Losing candidate hasn't requested recount. 3 No notice of contest filed	205.185, subd. 3(b); 211A.05, subd. 1; 204C.36; 205.185, subd. 3; 209.021, subd. 1; 205.185, subd. 1	Towns with March Elections	After the Election
Wednesday, March 20, 2013	Wednesday, March 20, 2013	9:00 AM	10:00 AM	Newly elected town officers to file oath of office - within 10 days of receiving certificate of election.	365.25, subd. 1	Towns with March Elections	After the Election
Thursday, April 11, 2013	Thursday, April 11, 2013	8:00 AM	9:00 AM	Campaign Finance Report Due - 30 days after the March Township election (If more than $750 raised or spent).	211A.02, subd. 1	Towns with March Elections	Filing
Monday, May 27, 2013	Monday, May 27, 2013	8:00 AM	9:00 AM	**Memorial Day Holiday:** No public business shall be transacted except in cases of necessity.	645.44, subd. 5	Holiday	Holiday
Thursday, July 04, 2013	Thursday, July 04, 2013	8:00 AM	9:00 AM	**Independence Day Holiday:** No public business shall be transacted, except in cases of necessity.	645.44, subd. 5	Holiday	Holiday
Monday, September 02, 2013	Monday, September 02, 2013	8:00 AM	9:00 AM	**Labor Day Holiday:** No public business shall be transacted, except in cases of necessity.	645.44, subd. 5	Holiday	Holiday
Monday, October 14, 2013	Monday, October 14, 2013	8:00 AM	9:00 AM	**Columbus Day Holiday:** Political subdivisions shall have the option of determining whether Columbus Day shall be a holiday. Where it is determined that Columbus Day is not a holiday, public business may be conducted.	645.44, subd. 5	Holiday	Holiday
Monday, November 11, 2013	Monday, November 11, 2013	8:00 AM	9:00 AM	**Veterans Day Holiday:** No public business shall be transacted, except in cases of necessity.	645.44, subd. 5	Holiday	Holiday

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Thursday, November 28, 2013	Thursday, November 28, 2013	8:00 AM	9:00 AM	**Thanksgiving Holiday:** No public business shall be transacted, except in cases of necessity.	645.44, subd. 5	Holiday	Holiday
Friday, November 29, 2013	Friday, November 29, 2013	8:00 AM	9:00 AM	**Day After Thanksgiving Holiday:** Political subdivisions have option of determining whether Fri after Thanksgiving Day shall be a holiday. Where it is determined that day after Thanksgiving is not a holiday, public business may be conducted.	645.44, subd. 5	Holiday	Holiday
Tuesday, December 03, 2013	Tuesday, December 03, 2013	8:00 AM	9:00 AM	Towns with Mar Elections: Last day to designate location for absentee voting for March Election – 14 weeks prior to election.	203B.081	Towns with March Elections	AB
Wednesday, December 11, 2013	Wednesday, December 11, 2013	8:00 AM	9:00 AM	Last day for townships to change polling place location prior to March Election except in a case when a polling place is not available – 90 days prior to election.	204B.16	Towns with March Elections	Polling Place
Tuesday, December 17, 2013	Tuesday, December 17, 2013	9:00 AM	10:00 AM	Last day for Twp Clerk publish 1st of 2 notices of filing period for March Twp Election. Notice to include 1st & last dates to file for Town office, and closing time for filing - 2 weeks before 1st day to file affidavit of candidacy.	205.13, subd 2	Towns with March Elections	Notice
Friday, December 20, 2013	Friday, December 20, 2013	8:00 AM	9:00 AM	Twp Clerk: Last day to post notice of filing period for March Election – including the closing time for filing.	205.13, subd. 2	Towns with March Elections	Notice
Tuesday, December 24, 2013	Tuesday, December 24, 2013	8:00 AM	9:00 AM	Last day for Twp Clerk to publish 2nd of 2 notices of filing period for March Twp Election. Notice to include 1st & last dates to file for Town office, & closing time for filing. Minn. Stat §205.13. subd. 2	205.13, subd. 2	Towns with March Elections	Notice
Wednesday, December 25, 2013	Wednesday, December 25, 2013	8:00 AM	9:00 AM	**Christmas Day Holiday:** No public business shall be transacted, except in cases of necessity.	645.44, subd. 5	Holiday	Holiday
Tuesday, December 31, 2013	Tuesday, January 14, 2014	8:00 AM	9:00 AM	Candidate filing period begins for March Twp Elections. Opens 70 days before election and closes 56 days before election. Filing offices closed for New Years Holiday.	205.13, subd. 1a	Towns with March Elections	Filing
Wednesday, January 01, 2014	Wednesday, January 01, 2014	8:00 AM	9:00 AM	**New Year's Day Holiday:** No public business shall be transacted, except in cases of necessity.	645.44, subd. 5	Holiday	Holiday
Tuesday, January 14, 2014	Tuesday, January 14, 2014	8:00 AM	9:00 AM	Candidates filing period closes for March Twp Elections - 56 days before election.	205.13, subd. 1a	Towns with March Elections	Filing
Monday, January 20, 2014	Monday, January 20, 2014	8:00 AM	9:00 AM	**Martin Luther King Jr. Day Holiday:** No public business shall be transacted, except in cases of necessity.	645.44, subd. 5	Holiday	Holiday