

DRAFT - City of Edna Bay - Special Meeting

1 — Meeting Date, Place and Call to order:

This Special meeting was held on Friday, October 10th, 2025 at Edna Bay School and via WebEx. Mayor Poelstra called the meeting to order at 6:05 PM.

2 — Roll Call:

Tyler Poelstra	- Mayor / City Council	(Present)
Sandy Henson	- Vice Mayor / City Council	(Present)
Myla Poelstra	- Clerk + Treasurer / City Council	(Present)
Mike Williams	- City Council	(Present)
Jay Towne	- City Council	(Present)
Louise DiPaolo	- City Council	(Present)
Caleb Kitson	- City Council	(Present)

2.1 — Public Participants:

Lee Reinard	Roger DiPaolo	Katie Buss (Tele)	Fran Rhodes	Joe Wargi
Ann Williams				

3 — Consent Agenda:

A: Approval of Meeting Agenda:

The current agenda was read by Mayor Poelstra.

Consensus of the public attendants was taken in favor, and no objections were noted.

Motion:

Mayor Poelstra moved to approve the consent agenda as presented.

- *Seconded by Councilor Henson*
- **Approved by unanimous vote of the council**

3.1 — Special Business:

- a: *Election Review Committee and Certification of Election.*

4 — Special Business

Item A - Election Review Committee and Certification of Election:

After the meeting was opened, Mayor Poelstra read back the procedure for the Election Review Committee and had the ballot box opened and presented to those in attendance. Lee Reinard transferred one original copy of the preliminary election results form to Myla Poelstra. The original stored in the City safe and the original received from Lee were compared, verifying the tallies and results matched.

Mayor Poelstra noted that some residents had concerns about the names of absentee voters being announced during the last certification process, and noted that it is not required they be announced in the municipal code. He suggested that each envelope be reviewed for the correct postmark date window, and then the oath envelope within be reviewed without announcing the name. If the committee had no concerns, the ballot would be removed from the oath and affidavit envelope, its stub removed, and ballot cast as any other would be on Election Day to preserve confidentiality of the vote. The Election Review Committee agreed with this process.

Mayor Poelstra then read back the municipal code specific to the certification process, and ensured the procedure was executed as written.

Absentee ballots were then removed from the safe, one by one, their envelope date stamp checked, the envelope opened and the oath reviewed for completeness. After each was reviewed, the Mayor asked for concurrence from the Committee that there were no concerns before the ballot be cast. Five (5) absentee ballots requested were returned on time, and all oaths were complete in form. Each ballot was then taken from its respective oath envelope, ballot stub removed, and ballot officially cast.

There were no Defective, Spoiled or Question ballots cast during the Regular Election.

All Absentee ballots were cast, the ballot box was opened and each ballot removed one at a time. A single tally sheet was updated by the Clerk to reflect the votes on the ballot, and then the ballot and tally sheet were passed around for review by the Election Review Committee to ensure there were no questions from the Council on each ballot. This process was then repeated for all remaining ballots until the box was empty.

After counting the five (5) absentee ballots the election results were as follows:

- 1: Louise M. DiPaolo - 24 votes
- 2: Michael L. Williams - 24 votes
- 3: Frances A. Rhodes - 6 votes

The Certificate of Election Results was then prepared, signed and stamped with the City seal.

Motion:

Mayor Poelstra moved to authorize the results from the 2025 General Election to be Certified, with the following candidates being elected to Seats C and D:

- Louise M. DiPaolo will retain Seat C with 24 votes;
- Michael L. Williams will retain Seat D with 24 votes.

- *Seconded by Councilor DiPaolo*

- **Approved Unanimously by vote of the council**

5 —

Persons to Be Heard

None.

Adjournment

Mayor Poelstra moved that the meeting be adjourned.

Motion to adjourn seconded by Councilor Kitson.

Meeting adjourned at 6:54 PM.