



**TOWN OF MANILA SPECIAL MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 18, 2025, AT 2:00 P.M.**

**SPECIAL MEETING CALLED TO ORDER:** Mayor Kathi called the Special Meeting to order at 2:00 pm.

**PRESENT:** Mayor Kathi Knight, Council Members Debbie Brown, Bill Rylander, Gretchen Northcott, and Town Clerk Jennifer Allphin.

**GUESTS:** None currently.

**EXCUSED:** Councilmember Greg Scott

**2025 ELECTION CANVASS:** The Town Clerk, Jennifer Allphin, explained that the purpose of the meeting was to certify the 2025 Municipal Election. Until certification, all results remained unofficial. Once the Town and County submit the final documents to the State, certification will be complete.

Jennifer reviewed the election binder, including the Oath of Office section for poll workers. No questions were raised.

She then reviewed the Internal and Public L&A (Logic & Accuracy) testing, noting that all voting equipment, ballot boxes, and processes passed testing. Receipts, reports, and security-tab documentation were available for Council review.

Jennifer presented the ballot chain-of-custody forms, which document transfers from the post office or ballot box to the office and include the signatures of two staff members, as required. No questions were raised.

She then reviewed the cured ballots. Eleven mail-in ballots required voter contact due to signature issues; each voter was contacted individually and cured as needed.

**Audit Report:**

Jennifer presented the audit results from the previous Thursday. The hand-count verified that the voting machines calculated votes accurately.

**Vote totals:**

- William Rylander – 55
- Gregory Scott – 51
- Sarah Mraz – 60

All totals matched the machine count. No questions were raised.



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The audit results were uploaded to the State. Mayor Kathi asked how many ballots were mailed. Jennifer reported that 198 ballots were mailed, with a 47% voter turnout, including mail-in and in-person voting.

**Final Election Numbers:**

- Ballots mailed: 198
- Undeliverable: 13
- Cured ballots: 11
- Provisional ballots: 2
- Total ballots counted: 93
- Discrepancies: 0
- Voter turnout: 47%

Audit participants were Jennifer, Vicki, and Larinda.

**Certification:**

The Council signed the certification documents. Mayor Kathi read the official certification declaring:

- Kathi Knight – Mayor (4-year term)
- Debra Brown – Town Council (2-year term)
- Sarah Mraz – Town Council (4-year term)
- William Alexander Rylander – Town Council (4-year term)

No questions were raised.

**Motions:** Councilmember Northcott motioned to accept the canvass results. Councilmember Brown seconded. Motion passed unanimously.

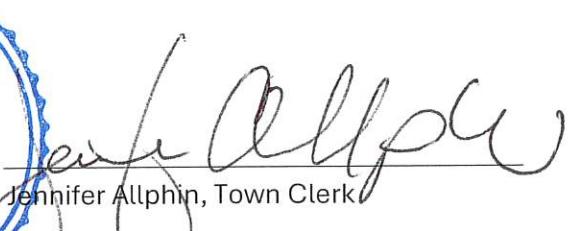
**Roll Call Vote:**

- Bill Rylander – Aye
- Gretchen Northcott – Aye
- Debbie Brown – Aye
- Mayor Kathi Knight – Aye

**ADJOURNMENT:** Councilmember Northcott motioned to adjourn. Councilmember Brown seconded. All were in favor. Mayor Kathi adjourned the meeting at 2:08 p.m.

  
Kathi Knight, Mayor



  
Jennifer Allphin, Town Clerk