

# Town of Chesapeake WV

## Council Meeting Agenda

Date: July 17, 2023

Time: 7:00 PM EST

Location: Dr. Lisa E Curry Annex

I. Call to Order

II. Prayer & Flag Salute

III. Roll Call – Officers

Mayor: Melissa Hill

Council – Ward 2 – Nathan King

Recorder: Robin Taylor

Council – Ward 2 – Ashley Setterstrom

Council-at-Large: J. David Lloyd

Council – Ward 3 – Shawn Carroll

Council – Ward 1 – Dona Lacy

Council – Ward 3 – Katey Miller

Council – Ward 1 – Paul Liptok

Do we have a Quorum?

IV. Review – Previous Council Meeting Minutes

June (May) – Council Meeting Minutes – No Financial Reports – Approved by Council

Election Financials Reviewed – Only

May (April) – Council Meeting Minutes with Financial Reports – Approved by Council

V. Public Comment

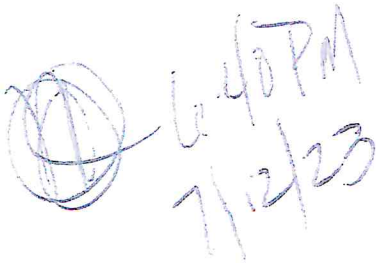
Opportunity for members of the public to address the council on non-agenda items.

VI. Reports and Presentations:

Mayor's Report: Updates and announcements from the mayor.

VII. Old Business:

Final Election Report

 A handwritten signature in blue ink, possibly reading 'L. Hill', is written over the date '7/12/23'. To the right of the signature, the time '6:40 PM' is written.

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### VIII. New Business:

- Agenda Item 1: Organizational Review
  - o City Attorney – Matthew Massie – Accept Resignation
  - o Mayoral Appointments
    - Standing Committees
      - Ordinance 111.05 – Council as a whole may act as a committee, or the mayor may appoint any committee she/he may deem advisable, and such committee shall have at least three members
    - Chesapeake Volunteer Fire Department of a separate entity and nonprofit and recognized IRS 501c3 organization
      - Not a Municipal Fire Department “CREATED” as a Department by the City / Town of Chesapeake WV
      - Reference: Article 141:01 – City of Chesapeake WV Ordinance
    - Fire Chief – Not a Town of Chesapeake WV Mayoral Appointment
    - Recommend: Stop payments of \$50 per month to Fire Chief of the Chesapeake VFD
- Agenda Item 2: June Financial Report Review
  - o June Financial Reports
  - o Expenses by Vendor Detail
    - One Vendor has not received form 1099 for Year ending 2022 no way to validate
  - o Recommend: Certified Public Accountant Review
- Agenda Item 3: Fiscal Year & Administration Close Out
  - o FY 2022 – 2023 – Fiscal Year Closeout – Negative
  - o FY 2019 – 2023 – Administration Closeout – Negative
  - o Need: Certified Public Accountant Review
- Agenda Item 4: Municipal Fee Review
  - o No Town of Chesapeake WV Ordinance to act as Billing Service or Fiscal Agent:
    - Town of Chesapeake WV Billing on behalf of Chesapeake Volunteer Fire Department
    - Fire Department Account – paying Chesapeake VFD Bills
  - o Recommend: Stop Billing & Legal Review

### IX. Council Discussion and Action:

- Mayoral Appointments and Authority to review Organization
- Mayoral Authority to engage Professionals: Legal and CPA

### X. Announcements:

- Any upcoming events, public notices, or important information to share.

### XI. Adjournment:

- Motion to adjourn the meeting.

Initials

Wednesday, July 12, 2023