

## Robert Bunch

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**From:** Paul Bradshaw  
**Sent:** Saturday, April 29, 2023 8:49 AM  
**To:** Robert Bunch; Melissa Sutphin  
**Subject:** April Council Meeting minutes x2  
**Attachments:** Special Council Budget Meeting April 18th, 2023.docx; April 17th 2023 Council Meeting .docx

Melissa and Robert,

Attached you will find the Town Council meeting minutes for April.

Please print out copies and inform council that the minutes are available. Give them the option to have them picked up at the Town administrative office or mailed to them.

Please included a cover letter on the front of the attachments. The cover letter should be on town stationary/letterhead and should include the following:

Council – Here is your advanced copy of the meeting minutes from the April 2023 council meetings. Please read and review these prior to the council meeting on May 15<sup>th</sup>, 2023.

The Mayor will ask for a motion to accept the meeting minutes and thereby forego the awkward 5-7 minutes where everyone reads the minutes. The council will be ready to proceed with business following the motion.

In your Service,

Paul D Bradshaw  
Mayor  
Town of Chesapeake  
12404 MacCorkle Ave  
Chesapeake WV 25315  
304-949-1496 #2