

## Melissa Sutphin

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**From:** Melissa Hill  
**Sent:** Thursday, August 17, 2023 12:33 PM  
**To:** Melissa Sutphin; Robert Bunch  
**Subject:** Fw: Minutes

[Meeting Minutes 6.21.23 Revision 1.docx](#) [Meeting Minutes 7.17.23.docx](#)

You two decide

Please transfer the attached meeting minutes to:

- Official Letterhead
- Upload to website with Agenda of last meeting - Robert
- Print a copy for manual
- Print for Council Packets for Monday Meeting

Melissa

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**From:** Robin Taylor <rtaylor@Chesapeakewv.gov>  
**Sent:** Thursday, August 17, 2023 11:15 AM  
**To:** Melissa Hill <Mhill@Chesapeakewv.gov>  
**Subject:** Fwd: Minutes

Madam Mayor,

Attached are the revised minutes for June 2023, and the July minutes. If you would like to review or just send to Missy to be printed on letterhead for Monday, I would greatly appreciate it.

Best,  
Robin

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