Meeting - Town Hall/Council - Special Session

Town of Chesapeake - Meetings

Date	5/5/2025
Time	6:00 PM - 7:30 PM
Location	Dr. Lisa E Curry Memorial Building Annex; Dr Lisa E Curry Memorial Building

Agenda

2025/M13-001 - Town Hall/Council Special Session *For Information*

Contracts, Assets, and Resolutions

2025/M13-002 - Call to Order *For Decision*

Call to Order

2025/M13-002.1 - Call to Order *For Decision*

Meeting Officially Called to Order by Presiding Officer - Mayor

2025/M13-002.2 - Prayer & Pledge of Allegiance *For Discussion*

Prayer & Pledge of Allegiance

2025/M13-002.3 - Roll Call - Council - Quorum *For Decision*

- David Lloyd - Council-at-Large
- Ron Petty - Council - Ward 1
- Dona Lacy - Council - Ward 1
- Wesley Dillard - Council - Ward 2
- Arianna McLoughlin - Council - Ward - 2
- Katie Miller - Council - Ward - 3
- Craig Smith - Council - Ward - 3
- Recorder - Vacant
- Melissa Hill, Mayor

2025/M13-002.4 - Meeting Officially Called to Order *For Decision*

by Presiding Officer

2025/M13-003 - Approval - Agenda - Special Session

Council Reviews and approves the agenda for regularly scheduled, emergencies, or special session meetings

2025/M13-004 - Approval of Meeting Minutes *For Information*

Special Session - Will review at the next regularly scheduled meeting

2025/M13-005 - Old Business *For Information*

Contracts and Resolutions Review
According to W. Va. Code § 6-9A-4(b)(9), a governing body may hold an executive session to consider matters involving or affecting the purchase, sale, or lease of property, advance construction planning, the investment of public funds, or other matters involving commercial competition, which, if made public, might adversely affect the financial or other interest of the state or any political subdivision.

2025/M13-005.1 - Contract - Bowles Rice - James Kelsh, Esq. City Attorney *For Decision*

Review Agreement and sign to engage James Kelsh, Esq. as City Attorney of the Town of Chesapeake (WV) and Bowles Rice legal services as needed.

2025/M13-005.2 - Resolution - Kanawha County Sheriff's Department - Patrol Services *For Decision*

As discussed in the previous meeting - Kanawha County Sheriff's Department providing Patrol Services part-time in the Town of Chesapeake (WV).
Motion to Sign MOU and Resolution

2025/M13-005.3 - Update - Municode - Ordinance Recodification *For Information*

Legal Review will be completed by the end of May
Last Ordinance update 2001

2025/M13-005.4 - SAFE & Cybersecurity Assessment *For Discussion*

- New Desks - Old to Surplus - Desks 3 feet from the wall and ADA Compliant - 6 L Shaped height adjustable desks
    - Need room for Interns and Seasoned Workforce Staff
- WVU Cyber Resilience Resource Center - Assessment complete now plan and execution

2025/M13-006 - New Business *For Information*

New Business refers to matters, issues, or proposals that are being brought up for the first time for council discussion or action.

2025/M13-006.1 - Resolution - Town Treasurer *For Decision*

A Treasurer - Custodian of the Financials for Town of Chesapeake (WV) and City of Chesapeake (WV) Sanitary Board. Providing Forensic Accounting Services to resolve errors, omissions, and negative balance from previous Administration.
Motion – Sign Resolution, Seek Contract, & Update Ordinance

2025/M13-006.2 - Resolution - Recorder Role - Corrective Action *For Decision*

Due to the instability of the Recorder Role during the current and previous three Administrations the Town needs to acknowledge, approve a corrective action plan, and execute accordingly to better understand the position and ensure compliance.
Motion – Sign Resolution – Schedule Council Support

2025/M13-006.3 - Resolution - WV Sober Living - Peer Recovery Services *For Decision*

Provide outreach and peer recovery services in the Town of Chesapeake (WV) Resources for Public Safety as needed
Motion - Sign Resolution & MOU

2025/M13-006.4 - Resolution - Data Analysis - Remote Staff - Sanitation *For Decision*

Part-Time Remote - evaluating - Flexim, Daily Manual Flows, Billing, and Omnisite Data - Validating
Data must be used to validate: Billing, WV PSC Filings, WV DEP Reports, and internal Monitoring and Control
Motion - Sign Resolution & Contract

2025/M13-006.5 - RFQ - Assessment - IT Service Management (ITSM) - Approval *For Decision*

IT Service Management - 13+ Software Solutions - IT Infrastructure that must be integrated to monitor, control, and ensure the safety: Town Hall, City Yard, Lift Station #1, Lift Station #2, Lift Station #3, Lift Station #4, and Lift Station #5. Playground, Annex, and all properties and facilities. How do we use the data and integrate all systems and make it easy for personnel to learn and use daily. Becoming a Smart City - using this approach enables us to align with current. Aligns with Cybersecurity requirements.
Motion - Approve RFQ - Three Quotes required

2025/M13-006.6 - Resolution - Police Cars - Charger & Taurus *For Decision*

Need to scrap Dodge Charger - recalls didn't keep up and full of mold - windshield leaked when acquired.
Same for Ford Taurus - older vehicle is at end of life
Motion – Scrap Dodge Charger and Ford Taurus Police Vehicles

2025/M13-007 - Public Comments *For Information*

Public Comments in municipal meetings refer to the portion of a meeting where members of the public are given the opportunity to address the governing body (e.g., City Council, Board of Aldermen, etc.) regarding matters of public interest, typically those on the meeting agenda or general community concerns. Public comments are a fundamental part of ensuring that the voices of citizens are heard in the decision-making process and that government actions remain transparent and accountable.

2025/M13-008 - Council Comments *For Information*

Council Member Comments refer to the section of a municipal meeting where members of the governing body (such as the Town or City Council) are provided the opportunity to share their thoughts, updates, concerns, or reflections on various matters. This section typically occurs after public comment and before adjournment. It allows the governing body to engage in communication with one another and provide feedback on issues within the community.

2025/M13-009 - Announcements *For Information*

Announcements in a municipal council meeting provide an opportunity for the Chairperson or Council Members to share important information with the public and fellow Council Members. This section typically includes reminders about upcoming events, special community initiatives, or notifications about upcoming meetings or deadlines. Announcements should be brief, informative, and relevant to the community, aligning with the guidelines of the **West Virginia Open Meetings Act**, **Ethics**, and **Roberts Rules of Order**.

2025/M13-010 - Adjournment *For Decision*

Adjournment marks the official end of a municipal council meeting. This section provides a formal conclusion to the proceedings, ensuring that all business has been addressed and that the meeting is concluded in an orderly manner. It is the final step in the meeting process, following any remaining agenda items such as public comments, discussions, and votes.