

City of Milton, West Virginia

Special Meeting Minutes

August 13, 2025, 3:00 P.M.

Location: 1139 Smith Street, Milton, WV 25541

Meeting Type: Special Meeting

Attendees

- **Mayor:** Shane Evans (Presiding Officer)
- **Recorder:** Phyllis Smith
- **Council Members:**
 - Scott Foster
 - Carl Harshbarger
 - Chase Bryant
 - Scott Bias

Call to Order

The Special Meeting of the City of Milton was called to order at 2:00 P.M. by Mayor Shane Evans. The meeting was held at City Hall, 1139 Smith Street, Milton, WV 25541.

Purpose of the Meeting

The meeting was convened to address the following agenda items:

1. Discuss Completion of Meeting Minutes
2. Discuss Pending Litigation

Proceedings

1. **Discussion on Completion of Meeting Minutes**
 - The Council reviewed the status of outstanding meeting minutes from prior sessions.
 - Recorder Phyllis Smith provided an update on the progress of drafting and finalizing minutes.
 - Key points discussed:
 - Identification of incomplete minutes from the June and July 2025 meetings.

- Assignment of responsibilities to Recorder Smith for completion, with a deadline set for submission by the next regular meeting on September 2, 2025.
 - Procedures to ensure accuracy, including cross-verification with audio recordings and council member input.
 - Resolutions or actions taken: The Council agreed to prioritize timely completion of minutes and implement a standardized review process.
- 2. Discussion on Pending Litigation**
- No specific details of the litigation were recorded in the public minutes due to the sensitive nature of the discussion and nothing was pending at the time.

Executive Session

- **No executive Session was taken**

Public Comments

- No public comments were made during the meeting.

Adjournment

- The meeting was adjourned at 3:30 P.M. following a motion by Council Member Chase Bryant, seconded by Council Member Troy Nicely, and approved unanimously.

Approval

These minutes were prepared by Recorder Phyllis Smith and are subject to approval at the next regular meeting of the City of Milton.

Date October 7, 2025

Mayor Shane Evans Shane Evans

Recorder Phyllis Smith Phyllis Smith