CITY COUNCIL REGULAR MEETING

~ AGENDA ~

REGULAR MEETING

www.ransonwv.gov

September 2, 2025	7:00 P.M.	Council Chamber

MEETING REGISTRATION:
https://ransonwv.gov/yourgovernment/agendas-and-minutes/

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

I. CALL TO ORDER

II. APPROVAL OF MINUTES

1. Minutes August 19, 2025
   City Council Regular 8192025.docx

III. CITIZEN'S PRESENTATIONS/PETITIONS

IV. CITY MANAGER/STAFF REPORTS

1. City Manger Report
2. Chief of Police Status Report- August

V. COMMUNICATIONS FROM THE MAYOR

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

VII. COUNCIL BUSINESS

1. Resolution 2025-14 FY 2026 Coal Severance Fund
   FY2026 Coal Severance Budget Revision #2 Doc & LGS Worksheet 8-19-2025.pdf
   FY 26 Coal Severance Funds Revision#2 Resolution 2025-XX.docx
2. City of Ranson, Social Media Policy - Proposed Update
   Social Media Policy - Proposal August 2025.docx
3. Purdue Pharma/Sackler Family Settlement Announcement and Procedures

Purdue Pharma Sackler .pdf
Resolution 2025.14.docx

4. Consideration of Policy Requiring Written Complaints Prior to Staff Action
   Formal Complaint Form .pdf

5. Consideration of Policy on Redacting Identifying Information from Public Agendas to Prevent Fraud and Abuse

VIII. ADJOURNMENT

IX. INFORMATION ONLY

AGENDA ITEM II.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **APPROVAL OF MINUTES**

SUBJECT: Minutes August 19, 2025

ATTACHMENTS:

City Council Regular 8192025.docx

CITY COUNCIL MINUTES MEETING
August 19, 2025

I. CALL TO ORDER

Ken Suits, Mayor	**Present**
Tommy Custer	**Present**
Jaelyn Wratchford	**Present (Arrived 7:29 PM)**
Andy Colandrea	**Present**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Present**

II. APPROVAL OF MINUTES

1. Minutes - July 15, 2025

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Absent**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Yes**

2. Special Meeting - June 22, 2025

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Absent**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Yes**

3. Workshop - June 22, 2025

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Absent**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Yes**
Jaden Bound	**Yes**

III. CITIZEN'S PRESENTATIONS/PETITIONS

John Armel addressed the Mayor and Council to express his concerns regarding low water pressure at his residence. Mayor Suits assured him that the matter would be looked into and that someone would follow up with him directly.

Carlos Niedevhauser, Mary Gee, Clai Lasaly, Paula Salvo, Marty Kable, Jim Day, Margaret Day, Chrissy Wimer, Kathryn Choistopher, Amanda Stroud**,** and Henery Devonport spoke to the Mayor and Council to voice their concerns about the petition to rezone Parcel ID #08 9000200000000, located off Cranes Lane.

Jason Adams, Susannah Buckles**,** and Chrissy Wimer addressed the Mayor and Council with their concerns regarding the ordinance approving the annexation of certain real property by petition, pursuant to the West Virginia Code.

Billie Garde spoke to the Mayor and Council about the importance of accountability to the citizens and the community.

Ron Marcus discussed his plans for the Springhill Property and explained how the wetlands on the site would be protected.

IV. CITY MANAGER/STAFF REPORTS

1. Chief Of Police

Bobby Miller, Chief of Police, informed the Mayor and Council about the graphs and documents detailing recent calls to the Police Department. He also noted that a crime prevention pamphlet has been created and distributed to residents. The pamphlet provides safety tips, including securing residences, locking vehicles, and general practices for keeping property safe.

The Independent Fire Company has submitted a Special Activity Permit for a 9/11 Remembrance event scheduled for September 11, 2025, from 8:00 AM to 12:00 PM. Fairfax and George Streets will be blocked off during this time.

Chief Miller reported that the Police Department participated in several recent community events, including the Ranson Open House, the NAACP Block Party, and National Night Out. Officers have also been present at Ranson Elementary School during student drop-off and pick-up times. In response to citizen concerns, the department has increased road patrols in targeted areas.

Chief Miller has personally visited over 25 local businesses to introduce himself and has reached out to local Homeowners Associations (HOAs) to attend meetings and engage with the community.

2. Community Development Status Report – July
   No Action at this time

3. Public Works Status Report -July
   No Action at this time

4. Finance Department Status Report - July
   No Action at this time

5. Parks and Recreation Status Report- July
   No Action at this time

6. City Manager Report

City Manager Todd Wilt addressed the Council regarding the 2025 Municipal League Conference, valuable knowledge and connections during the event. He also reported that the Parks and Recreation summer program has successfully concluded, generating $11,000.00 in revenue. Additionally, Mr. Wilt informed the Council that he was nominated and has accepted the position as President for the Jefferson County Authority.

V. COMMUNICATIONS FROM THE MAYOR

1. Appointment to the Ranson Civil Service Commission - Mayor's Appointment

   Mayor Kenneth Suits announced his appointment of Stewart Lyndon Stone as Civil Service Commissioner. Mr. Stone will serve a term set to expire on December 31, 2026.

2. Ranson Municipal Committee Proposal

   Mayor Ken Suits announced that all existing committees will be dissolved and replaced with task-specific committees. These new Task Committees will not have decision-making authority but will present their findings and recommendations to the Council. Each Task Committee will be composed of two Council members, the City Clerk (serving as a non-voting secretary), the City Manager (serving as a non-voting advisory member), and the Mayor.

VI. COUNCIL/COMMITTEE ANNOUNCEMENTS

VII. COUNCIL BUSINESS

1. Resolution 2025- 13 Designating September as Library Card Sign - Up Month

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Second**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Motion**
Jaden Bound	**Yes**

2. Ordinance 2025-02 - 2nd Reading in Consideration of a Petition to Rezone the following Parcel located in District 08, Map 9, Parcel 2, Parcel ID# 08 9000200000000 located off Cranes Lane, Consisting of 160.65 acres, from Rural Reserve to SmartCode New Community.

   Council Member Custer motion to approve, Council member Colandrea second with discussion. Council Member Colandrea stated that he would be open to reconsidering the parcel for rezoning under anT3 or R6 designation. However, he expressed that the current rezoning proposal is not compatible with the Ranson Comprehensive Plan**.** Council Member Fagan agreed with Council Member Colandrea, stating that the proposed rezoning does not align with the goals outlined in the Comprehensive Plan.

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Motion**
Jaelyn Wratchford	**NO**
Andy Colandrea	**NO**
Herbie McDaniel	**Absent**
Stephanie Fagan	**No**
Jaden Bound	**NO**

3. Ordinance 2025- 05 1st Reading of an Ordinance Approving the Annexation of Certain Real Property by Petition Pursuant to West Virginia Code §8-6-4a

   Council Member Custer moved to Motion Ordinance 2025-05, the first reading of an ordinance approving the annexation of certain real property by petition pursuant to West Virginia Code §8-6-4a. However, the motion failed due to the absence of a second.

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Motion**
Jaelyn Wratchford	**NO**
Andy Colandrea	**NO**
Herbie McDaniel	**Absent**
Stephanie Fagan	**No**
Jaden Bound	**NO**

Council Member Jaden Bound moved to reconsider and amended Ordinance 2025-05 to include the annexation of Briar Run Estates (59.4 acres). Council Member Andy Colandrea seconded the motion. Council Member Colandrea noted that while the City of Ranson could technically annex the property, he believed it would not be the right thing to do without proper input from the landowners. He stated that for the ordinance to appear on the agenda, all affected landowners must be notified by certified mail and given an opportunity to provide feedback. Based on the responses he has received, Colandrea indicated that the landowners do not wish to be part of Ranson.

Colandrea also shared with the Mayor and Council that he would be open to revisiting the ordinance in the future if it included the annexation of the Briar Run neighborhood. Council Member Bound agreed with this position. Council Member Wratchford requested a pause in the discussion until the exact acreage of Briar Run Estates could be confirmed.

Subsequently, Council Member Bound moved to table Ordinance 2025-05. Council Member Colandrea seconded the motion. Colandrea again expressed his willingness to support the ordinance if it were to include the annexation of the Briar Run neighborhood.

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Yes**
Andy Colandrea	**Second**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Yes**
Jaden Bound	**Motion**

4. Public Hearing - Considering a Petition to rezone the following Parcel identified in District 08, Map 10, Parcel 4, Parcel ID# 081000400000000 consisting of 9.52 acres from MUX (retired) to SmartCode New Community T5.

   Mayor Ken Suits, Opened the Public Hearing for Comments, Closed the Public Hearing with no comments.

5. Ordinance 2025-03 -2nd Reading on Consideration of a Petition to rezone the following Parcel located in District 08, Map 10, Parcel 4, Parcel ID# 081000400000000, consisting of 9.52 acres from MUX (retired) to SmartCode New Community T5.

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Yes**
Andy Colandrea	**Abstain**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Second**
Jaden Bound	**Motion**

6. Public Hearing- 2nd Reading of an Ordinance 2025-04 Amending Chapter 15 - Personnel, of

the Municipal Code of Ranson, West Virginia

Mayor Ken Suits opened the Public Hearing with comments from citizen Amanda Stroud, who raised concerns regarding Section 15-10: Chain of Command. Ms. Stroud stated that the elected Mayor should have authority over the Police Chief, rather than the City Manager.

7. Consideration - 2nd Reading of an Ordinance 2025-04 Amending Chapter 15 - Personnel, of the Municipal Code of Ranson, West Virginia

Ken Suits, Mayor	**Abstain**
Tommy Custer	**NO**
Jaelyn Wratchford	**NO**
Andy Colandrea	**NO**
Herbie McDaniel	**Absent**
Stephanie Fagan	**NO**
Jaden Bound	**NO**

Council member Bound moved to reconsider Ordinance 2025-04

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Second**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Yes**
Jaden Bound	**Motion**

Council member Bound Motion to Amend Ordinance 2025-04 with the strike and City manager in Section 15-10 Chain of Command.

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Yes**
Andy Colandrea	**Second**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Yes**
Jaden Bound	**Motion**

8. Public Hearing – Resolution Confirming Intent to Apply for FEMA Hazard Mitigation Grant Program Funding for GIS Mapping of Underground Utility Infrastructure

Mayor Ken Suits, Opened the Public Hearing for Comments, Closed the Public Hearing with no comments.

9. 2025- 12 Resolution of the City of Ranson Confirming Its Intent to Apply for Funding Through the Federal Emergency Management Agency Hazard Mitigation Grant Program 5% Initiative

Council member Colandrea asks when the payment would be required. City manager replied once the work was completed.

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Yes**
Andy Colandrea	**Second**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Yes**
Jaden Bound	**Motion**

10. Ranson Police Department Retention & Recruitment Incentives Proposal

Mayor, Ken Suits asks the council approval for the funding of the Police Department Retention & Recruitment Incentives Proposal.

Ken Suits, Mayor	**Abstain**
Tommy Custer	**Yes**
Jaelyn Wratchford	**Yes**
Andy Colandrea	**Yes**
Herbie McDaniel	**Absent**
Stephanie Fagan	**Motion**
Jaden Bound	**Second**

11. Community Crisis Response Proposal

Mayor has assigned a Task Committee for the development of a Community Crisis Response Proposal to ensure the city is better prepared to handle emergencies effectively. Mayor Ken Suits formed the committee with Councilmember Custer, Council member Fagen and Chief, Miller.

12. Consideration of Requests to the West Virginia DOH for Establishment and Adjustment of Speed Zones in Various City Locations

Council Member Custer has requested that the speed limit be reduced to 25 MPH on the northbound and southbound approaches to the 4-way stop at Mildred Street and Leetown Road. Additionally, Custer proposed establishing a 40 MPH speed zone beginning 1,000 feet before the Home Depot traffic light in both directions on Route 9. In response, Mayor Ken Suits recommended that Council Member Custer meet with the City Manager to draft a formal letter. The Mayor also expressed interest in having the Chief of Police conduct a study of the area to assess the proposed changes.

13. Board of Zoning Appeals- Resignation

Mike Fagan has been appointed to fill the recent vacancy on the Planning Commission. As a result of this appointment, Mr. Fagan has resigned from his position on the Board of Zoning Appeals.

VIII. ADJOURNMENT

The meeting was adjourned at 9:28 PM. The motion to adjourn was made by Councilmember Jaden Bound and seconded by Councilmember Stephanie Fagan the next Council meeting is scheduled for September 2, 2025, at 7:00 PM at the Ranson City Council Chambers, located at 312 S. Mildred Street, Ranson, WV 25438.

IX. INFORMATION ONLY

Kenneth Suits, Mayor

Darla Armstrong, City Clerk

AGENDA ITEM IV.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT: City Manger Report

The City Manager will present a report addressing matters of relevance to the City Council. Council action is not anticipated or requested on these matters.

ATTACHMENTS:

AGENDA ITEM IV.2

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **CITY MANAGER/STAFF REPORTS**

SUBJECT: Chief of Police Status Report- August

The Chief of Police will present a report addressing matters of importance to the Mayor and City Council.

ATTACHMENTS:

AGENDA ITEM VII.1

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Resolution 2025-14 FY 2026 Coal Severance Fund

As a follow up to the first FY2026 Coal Severance Fund Budget Revision dated July 15, 2025, the final FY2025 quarterly distribution was received and recorded as of June 30, 2025. This accrual adjustment yielded an increase of $5,335 to the FY2026 carryover (previously reported as $352,371), bringing the total carryover to $357,706. Additionally, the 2025Q2 Coal Severance Tax Deposit increased the FY2025 tax revenue to $17,666, so this proposed revision adjusts the FY2026 budgeted tax revenue to $17,500 from the previously budgeted amount of $15,000.

The proposed budget revision increases the total FY2026 Coal Severance Tax Budget by $7,835 ($377,371 to $385,206). As in previous years, Staff recommends that these funds be reallocated to emergency street maintenance operations. Attached files are the FY2026 Coal Severance Fund Budget document, the WVSAO budget revision worksheet #2 that must be submitted to the LGS division, and the budget revision resolution.

COUNCIL ACTION:

1. Review Budget revision #2 and Staff recommendation for fund balance.

2. Call for Motion to accept the budget revision as presented.

3. Take vote and record results.

4. If approved, direct Staff to submit revision with resolution to State.

ATTACHMENTS:

FY2026 Coal Severance Budget Revision #2 Doc & LGS Worksheet 8-19-2025.pdf
FY 26 Coal Severance Funds Revision#2 Resolution 2025-XX.docx

CITY OF RANSON
COAL SEVERANCE FUND BUDGET
FY 2026
Proposed Budget Revision #2

Account Titles	6/30/2023 ACTUAL	6/30/2024 ACTUAL	6/30/2025 ACTUAL	FY 2026 REVISED BUDGET 7-15-2025	FY 2026 PROPOSED BUDGET REV#2	% CHANGE
002-299.100 Fund Balance - Carryover	$ 270,379	$ 296,416	$ 330,487	**$ 352,371**	**$ 357,706**	**1.5%**
002-310.100 Coal Severance Tax	$ 25,384	$ 17,281	**$ 17,666**	**$ 15,000**	**$ 17,500**	**16.7%**
002-380.100 Interest on Accounts	$ 653	$ 10,637	$ 9,554	**$ 10,000**	**$ 10,000**	**0.0%**
Total Revenues	*$ 296,416*	*$ 324,334*	*$ 357,706*	**$ 377,371**	**$ 385,206**	**2.1%**
002-750.230 Streets Maintenance - Snow	$ -	$ -	$ -	**$ 377,371**	**$ 385,206**	**2.1%**
Total Expenses	*$ -*	*$ -*	*$ -*	**$ 377,371**	**$ 385,206**	**2.1%**
Total Ending Balance	**$ 296,416**	**$ 324,334**	**$ 357,706**	**$ -**	**$ -**	

LGSD BR (Ver. 2023)

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER

Fiscal Year Ending: 2026
Fund: 2
Revision Number: 2
Pages: 1

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26301
Phone: 627-2415 ext. 5101 or ext. 5119
Fax: 304-340-5090
Email: lgs@wvsao.gov

City of Ranson
GOVERNMENT ENTITY

312 South Mildred Street
STREET OR PO BOX

Ranson | 25438
CITY | ZIP CODE

Municipality
Government Type

Person To Contact Regarding Request:
Name: **Breanna Andrews**
Phone: **304-724-3880**
Fax: **304-728-8579**
Email: bandrews@ransonwv.us

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
298	Assigned Fund Balance	352,371	5,335		357,706
310	Coal Severance Tax	15,000	2,500		17,500
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			7,835		

Explanation for Account # 378, Municipal Specific:

Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
750	Streets and Highways	377,371	7,835		385,206
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			7,835		

APPROVED BY THE STATE AUDITOR

BY:
Deputy State Auditor, Local Government Services Division **Date**

AUTHORIZED SIGNATURE OF ENTITY

8/19/2025
APPROVAL DATE

Resolution 2025-14

At a regular session of the municipal council, held August 19, 2025, the following order was made and entered:

SUBJECT: The second revision of the FY2026 Coal Severance Fund Budget of the City of Ranson. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on the Coal Severance Budget Document and associated revision files, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by _____, and duly seconded by _____, the vote thereon was as follows:

_____ Yes or No
Mayor, Kenneth Suits

_____ Yes or No
Stephanie Fagan

_____ Yes or No
Andy Colandrea

_____ Yes or No
Jaden Bound

_____ Yes or No
Tommy Custer

_____ Yes or No
Herbie McDaniel

_____ Yes or No
Jaelyn Wratchford

WHEREUPON, Mayor Ken Suits, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the City Manager is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

_____
Ken Suits, Mayor

ATTEST:

_____
Darla Armstrong, City Clerk

AFFIX CITY SEAL:

AGENDA ITEM VII.2

City Council Regular Meeting Request for Action

TO:

FROM: Todd Wilt, Administrative

ITEM TYPE: COUNCIL BUSINESS

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: City of Ranson, Social Media Policy - Proposed Update

Mayor Suits requests Council consideration of a proposed update to the City of Ranson's Social Media Policy. The policy outlines standards for conduct and management of public interaction on the City's social media channels, seeking to balance the protection of free speech with effective platform management.

ATTACHMENTS:

Social Media Policy - Proposal August 2025.docx

City of Ranson

312 South Mildred Street
Ranson, West Virginia 25438-1621
Phone (304) 725-1010 | Fax (304) 728-8579

Keith D. Pierson - Mayor

Council Members:
Mike Anderson
Andy Colandrea
Tommy Custer
Amanda Stroud
Herbie McDaniel
Ken Suits

City of Ranson Social Media Comment Policy (Updated March 18, 2025)

Purpose:

The City of Ranson maintains social media pages to provide information, updates, and engagement opportunities for residents, businesses, and visitors. We welcome and encourage all viewpoints by public comments and discussion; however, all interactions must remain respectful, relevant to the topic of public concern, and within the guidelines of this policy. We review the comments posted to our social media pages on a regular basis and reserve the right to delete comments that violate this policy.

By engaging with our social media platforms, users agree to abide by the following:

Commenting Guidelines:

To foster a constructive and respectful dialogue, all comments and interactions ~~should~~ must:

- ☑ Be relevant to the topic of the original post.
- ☑ Remain respectful and courteous to all users.
- ☑ Comply with all applicable laws and social media platform policies.

The City of Ranson reserves the right to hide, delete, or report comments that contain:

- ✕ Personal attacks, threats, or harassment toward city employees, officials, or other commenters.
- ✕ Hate speech, disparaging comments, discriminatory remarks, or content that targets individuals based on race, ethnicity, religion, gender, disability, or other protected characteristics.
- ✕ Profanity, vulgar language, nudity, or obscene content.
- ✕ Defamatory statements.
- ✕ Language or content suggesting or encouraging violence or illegal activity.
- ✕ Spam, commercial advertising, or self-promotion.
- ✕ Content promoting political organizations or candidates.
- ✕ Comments that disclose personal or confidential information (e.g., home addresses, personal phone numbers, personal email addresses).
- ✕ Personally identifying, sensitive, and/or private information.
- ✕ Information that could reasonably compromise employee or public safety
- ✕ Off-topic comments that disrupt meaningful discussion

Repeated violations may result in a user being restricted or banned from commenting on City of Ranson social media pages.

Moderation & Enforcement:

The City of Ranson actively monitors its social media accounts and enforces this policy as follows. The Policy Administrator shall be the City Manager, who will oversee enforcement and maintain records of violations and moderation actions.

- **First Violation –** The comment may be hidden or deleted, and the user will receive a warning referencing this policy.
- **Second Violation –** The user may receive a temporary restriction from commenting.
- **Third Violation –** The user may be banned from further interaction on the City's social media platforms.

Serious Offenses (Threats, Harassment, or Illegal Content) – The City may report the comment to law enforcement or the social media platform for further action.

The City also maintains records (e.g., screenshots/logs) of deleted comments and banned users to ensure accountability and transparency in enforcement.

Appeals Process:

Users who believe they have been restricted or banned in error may submit an appeal for reconsideration.

- Appeals must be submitted in writing to cityclerk@ransonwv.us within 10 business days of the restriction notice.
- The City Manager will review the appeal and make a recommendation.
- Final appeal decisions will be heard by the City Council, which will determine if the restriction should be upheld or overturned. All appeal decisions are final.

Public Records & Disclaimer:

- Comments posted on City of Ranson social media pages may be considered public records and subject to disclosure under the West Virginia Freedom of Information Act (FOIA).
- Communications posted on our social media page will not be construed as satisfying requirements for legal notice or service, shall not be considered official public comment, and shall not be construed as an official request for records pursuant to the Freedom of Information Act
- The City does not edit comments but reserves the right to remove those that violate this policy.

Reporting Concerns & Formal Complaints:

Social media is not considered an official channel for contacting City officials. While the City may at times respond to queries and comments on social media, staffing for that purpose is not 24/7. If a resident has a concern or grievance related to City services, they are encouraged to:

✉ Email cityclerk@ransonwv.us
✆ Call (304) 725-1010
Submit an official complaint form at www.ransonwv.gov

For emergencies or immediate threats, please contact 911 or the Ranson Police Department.

Policy Updates:

The City of Ranson reserves the right to update or modify this policy at any time to ensure it reflects best practices and legal requirements. Updates will be posted on the City's website and social media pages.

AGENDA ITEM VII.3

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Purdue Pharma/Sackler Family Settlement Announcement and Procedures

A revised bankruptcy plan for Purdue Pharma, combined with a direct settlement agreement with the Sackler Family, is in the process of being finalized. Under the terms of this settlement, West Virginia could receive up to $53 million over a nine-year period, to be distributed among participating members of the settlement group. The attached letter provides additional details and requests the City's consideration of participation. The City Council is asked to review this information, provide direction to staff regarding the City's involvement in the settlement, and consider adoption of the included resolution as recommended by staff.

ATTACHMENTS:

Purdue Pharma Sackler .pdf
Resolution 2025.14.docx

State of West Virginia
John B. McCuskey
Attorney General

Office of the Attorney General
Consumer Protection and
Antitrust Division
Physical Address:
State Capitol, Bldg. 6, Suite 401
Charleston, WV 25305
Mailing Address:
P.O. Box 1789
Charleston, WV 25326-1789

(304) 558-8986
Fax (304) 558-0184
Consumer Hotline
1 (800) 368-8808
Preneed Funeral Services
(304) 558-8986
Senior Protection Hotline
(304) 558-1155
E-Mail: consumer@wvago.gov
www.wvago.gov

July 15, 2025

City of Ranson
312 South Mildred Street
Ranson, WV 25438

RE: Purdue Pharma/Sackler Family Settlement Announcement and Procedures

Dear Community Leader:

I write today with important news concerning the recently announced settlement with the Purdue Pharma bankruptcy estate and direct settlement with Purdue's owners, the Sackler family.

Thousands of lawsuits were filed nationwide against Purdue Pharma and the Sacklers in the past ten years, including many by West Virginia local governments and the West Virginia Attorney General's office. These suits alleged Purdue Pharma and the Sacklers exacerbated the ongoing opioid crisis through deceptive and misleading marketing of prescription opioids. Purdue Pharma filed for bankruptcy protection in 2019, staying litigation and potential settlement negotiation nationwide. After six long years of legal battles, and an argument before the U.S. Supreme Court, the Purdue Pharma bankruptcy is coming to a close.

A new, revised bankruptcy plan for Purdue Pharma combined with a direct settlement with the Sackler family are in the process of being finalized. Under this hybrid structure, West Virginia can receive as much as $53 million in settlement payments over 9 years. These funds will be distributed to West Virginia communities, the West Virginia First Foundation, and the State, subject to the terms of the West Virginia First Memorandum of Understanding.

The total potential recovery West Virginia can receive depends on participation by communities like yours. The greater the number of West Virginia cities and counties that join this settlement the greater the amount of our potential collective recovery. **Additionally, and most importantly, your local government must affirmatively participate in this process in order to receive payments under this settlement.**

You will soon receive a sign-on packet from Rubris, a national opioid settlement participation administrator, containing pertinent information about the hybrid settlement, a Participation Form that must be signed and returned by your local government, and detailed instructions on how to return the form.

The form must be returned on or before September 30, 2025, in order to secure your local government's eligibility to receive settlement funds.

Sign-on packets are expected to be distributed by Rubris beginning the week of July 14. Please contact my office if you have not received your packet by July 31.

I strongly encourage you to contact your local legal counsel or any outside attorneys or firms your community may have previously retained for opioid litigation purposes to discuss this settlement. Members of my team are also happy to answer any questions you may have about this sign-on process or other opioid-related topics. Please feel free to reach out by email to Abby Cunningham, abby.g.cunningham@wvago.gov; Laurel Lackey, laurel.k.lackey@wvago.gov; or Ann Haight, ann.l.haight@wvago.gov or by calling 304-558-8986 or 1-800-368-8808.

The State of West Virginia and its communities are strongest when we stand together. With your community's help, we hope to maximize the amount of much-needed opioid settlement funds West Virginia can receive from the Purdue Pharma and Sackler family hybrid settlement.

Faithfully yours,

J.B. McCuskey
Attorney General

Resolution 2025-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANSON, WEST VIRGINIA, AUTHORIZING PARTICIPATION IN THE PURDUE PHARMA/SACKLER FAMILY SETTLEMENT

WHEREAS, a revised bankruptcy plan for Purdue Pharma, combined with a direct settlement agreement with the Sackler Family, is in the process of being finalized; and

WHEREAS, the State of West Virginia may receive up to $53 million in settlement payments over a nine-year period, to be distributed among members of the settlement group; and

WHEREAS, participation by the City of Ranson in this settlement provides an opportunity to secure resources that may be used to address the impacts of the opioid epidemic within the community; and

WHEREAS, staff recommends that the City Council authorize the City's participation in the settlement and direct execution of all necessary documents to effectuate such participation.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RANSON, WEST VIRGINIA:

The City of Ranson hereby authorizes participation in the Purdue Pharma/Sackler Family settlement as outlined in the attached correspondence.

The Mayor, City Manager, or their designee is authorized to execute any and all documents necessary to effectuate the City's participation.

This resolution shall take effect immediately upon adoption.

Adopted this ___ day of _____, 2025.

_____
Kenneth Suits, Mayor

_____
Darla Armstrong, City Clerk

AGENDA ITEM VII.4

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of Policy Requiring Written Complaints Prior to Staff Action

Councilor Colandrea has requested consideration of a policy requiring that complaints be submitted in writing before City staff may take action. The intent of this request is to increase transparency and ensure that complaints are documented and available for public inspection under the Freedom of Information Act.

Staff does not recommend adoption of such a policy. The City has a duty to act whenever it becomes aware of a potential violation, hazard, or service need, regardless of the method of notification. This duty exists whether the information comes from a written report, a phone call, a verbal statement to an employee, a staff observation in the field, or information learned in an unrelated context. Limiting action to written complaints alone would prevent staff from addressing many legitimate concerns in a timely manner, potentially creating safety, ethical, and legal liabilities for the City.
Requiring only written complaints could also discourage residents from reporting issues and unintentionally exclude individuals who face barriers such as disabilities, literacy limitations, or language challenges. While staff agrees that significant complaints with potential legal or economic impacts should be documented in writing once received, this practice is already followed in most cases through the City's standard recordkeeping and response protocols.

The City Attorney will provide a written legal opinion for Council's consideration. Also attached is a proposed complaint form submitted by Councilor Colandrea for use under the requested policy. Staff recommends against adoption of the proposed policy requiring written complaints as a condition for action, but supports continued documentation of significant complaints through existing procedures.

ATTACHMENTS:

Formal Complaint Form .pdf

City of Ranson
Formal Complaint Form

Personal Information

Full Name: _____

Address: _____

Phone Number / Email: _____

Complaint Details

Type of Complaint (check one):

- ☐ Public Services
- ☐ Infrastructure / Maintenance
- ☐ Noise / Nuisance
- ☐ Safety Concerns
- ☐ Other (Please specify): _____

Description of Complaint (Please provide as much detail as possible, including dates, times, and specific locations, if applicable):

_____

_____

_____

_____

_____

Are there any individuals or entities involved?
☐ Yes ☐ No
If yes, please provide names and contact information, if available:

_____

_____

Desired Resolution (optional):

_____

_____

_____

Acknowledgment & Consent:

I hereby acknowledge that the information provided in this complaint is accurate to the best of my knowledge. I understand that the City of Ranson may contact me for further information or to follow up on the resolution of my complaint.

AGENDA ITEM VII.5

City Council Regular Meeting Request for Action

TO:

FROM: Darla Armstrong

ITEM TYPE: PRESENTATION

AGENDA SECTION: **COUNCIL BUSINESS**

SUBJECT: Consideration of Policy on Redacting Identifying Information from Public Agendas to Prevent Fraud and Abuse

Councilor Colandrea has requested consideration of a policy requiring the redaction of certain identifying information from public-facing agendas in order to reduce the risk of fraud and abuse. This request is in response to incidents in which personal information posted on public documents has been misused by outside parties.

Staff acknowledges that this problem is currently widespread across many jurisdictions. While certain redactions may help reduce risk, there is only so much that can be done, and the City may never be able to fully eliminate the potential for fraud while still maintaining the level of transparency the public rightly expects. The goal, therefore, is to manage and balance these competing interests as thoughtfully as possible.

Because the nature of fraudulent activity and misuse of information is constantly changing, staff recommends that this matter be addressed through an internal staff policy rather than a fixed council policy. A staff policy can be revised quickly as new threats arise, allowing the City to remain responsive without waiting for formal council action, while still ensuring transparency in the conduct of City business.

Staff recommends authorizing the development and implementation of a staff-level policy on agenda redactions, which will balance transparency with information security and allow for timely adjustments as issues arise.

ATTACHMENTS: