

Robert Bunch

From: Melissa Hill
Sent: Saturday, October 14, 2023 6:27 PM
To: Robin Taylor; David Lloyd; Robert Brown
Cc: Paul Ellis, Esq; Melissa Sutphin; Robert Bunch
Subject: Re: Reschedule - Third Monday, September 18, 2023 Town Council Meeting - Fourth Monday, September 25, 2023

Importance: High

This email is an official notice to Council and Administration

The Town Council Meeting scheduled for next Monday, October 16, 2023 at 7:00 PM has been rescheduled for the fourth Monday, October 23, 2023 at 6:00 PM

We thank you all for your service

Feel free to reach out to myself, Robin Taylor, and/or Paul Ellis, Special Counsel - ellislaw.wv@yahoo.com - 304-553-1206

Melissa Hill, Mayor
Town of Chesapeake (WV)
12404 MacCorkle Ave
Chesapeake, WV 25315
Cell: 304-380-4892
mhill@chesapeakewv.gov
<https://chesapeake.wv.gov>
Transparency . Respect . Winning

From: Melissa Hill
Sent: Wednesday, September 13, 2023 6:31 PM
To: Robin Taylor <rtaylor@Chesapeakewv.gov>; David Lloyd <dllloyd@Chesapeakewv.gov>; Robert Brown <RBrown@Chesapeakewv.gov>
Cc: Paul Ellis, Esq <ellislaw.wv@yahoo.com>; Melissa Sutphin <MSutphin@Chesapeakewv.gov>; Robert Bunch <RBunch@Chesapeakewv.gov>
Subject: Reschedule - Third Monday, September 18, 2023 Town Council Meeting - Fourth Monday, September 25, 2023

This email is an official notice to Council and Administration

The Town Council Meeting scheduled for next Monday, September 18, 2023 at 7:00 PM has been rescheduled for the fourth Monday, September 25, 2023 at 6:00 PM

Council Checks will still be presented next week with Payroll

We thank you all for your service

Feel free to reach out to myself, Robin Taylor, and/or Paul Ellis, Special Counsel
- ellislaw.wv@yahoo.com

Melissa

Melissa Hill, Mayor
Town of Chesapeake (WV)
12404 MacCorkle Ave
Chesapeake, WV 25315
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• **FY2024 – Levy & Budget – Review and Resolution to Accept as Submitted**

- March 25, 2023 @ 9:32 AM - Email to WV State Auditor's Office – Chesapeake Levy Estimate 2023-2024 – Saturday,
- March 23, 2023 – Special Council Meeting Minutes – Approved / No Objections
- April 17, 2023 – Council Meeting Minutes – Approved / No Objections
- FY2024 Budget - \$810,009 – General Fund & Coal Severance

COVER

Monday, October 23, 2023

Municipality:	CHESAPEAKE	WV State Auditor - Local Government Services Division			
Fiscal Year:	2023 - 2024	This Report Prepared as of: 7/5/2023			
Revenues		Original General Fund	Revised General Fund	Original Coal Fund	Revised Coal Fund
REVENUES					
295	Nonspendable Fund Balance	-	-		-
296	Restricted Fund Balance	-	-		-
297	Committed Fund Balance	-	-		-
298	Assigned Fund Balance	6,000	6,000	6,000	6,000
299	Unassigned Fund Balance	310,000	310,000		-
301 01	Property Taxes - Current Expense (Linked to	113,609	113,609		-
301 02-05	Prior Year Taxes	-	-		-
301 06	Supplemental Taxes	-	-		-
301 07	Tax Loss Restoration	-	-		-
301 90	Property Taxes - Excess Levy (Linked to Exce	-	-		-
301 91	Property Taxes - Excess Levy (Linked to Exce	-	-		-
301 92	Property Taxes - Excess Levy (Linked to Exce	-	-		-
301 93	Property Taxes - Bond Levy (Linked to Bond	-	-		-
302	Tax Penalties, Interest & Publication Fees	-	-		-
303	Gas and Oil Severance Tax	400	400		-
304	Excise Tax on Utilities	50,000	50,000		-
305	Business and Occupation Tax	125,000	125,000		-
306	Wine & Liquor Tax	200	200		-
307	Animal Control Tax	-	-		-
308	Hotel Occupancy Tax	-	-		-
309	Amusement Tax	-	-		-
310	Coal Severance Tax	-	-	3,000	3,000
311	Insurance Premium Surtax	-	-		-
312	Motor Vehicle Operator's Tax	-	-		-
313	Horse and Dog Racing Tax	-	-		-
314	Sales Tax	-	-		-
320	Fines, Fees & Court Costs	20,000	20,000		-
321	Parking Violations	-	-		-
322	Regional Jail Operations Partial Reimburse	-	-		-
325	Licenses	1,000	1,000		-
326	Building Permit Fees	400	400		-
327	Miscellaneous Permits	400	400		-
328	Franchise Fees	-	-		-
329	Inspection, Dilapidated Building, & Vacant Pro	-	-		-
330	IRP Fees (Interstate Registration Plan)	5,000	5,000		-
332	Employee Health Insurance Premium Charge	-	-		-
333	Retirees' Medical Insurance Charges	-	-		-
334	Retirees' Prescription Insurance Charges	-	-		-

385	Commissions	-	-		-
386	Insurance Claims	-	-		-
387	Filing Fees	-	-		-
388	Library Fees	-	-		-
389	Accident Reports	-	-		-
390	Bingo Revenues	-	-		-
391	Recycling Program	-	-		-
392	Property Rehabilitation	-	-		-
393	Interest on Special Assessments	-	-		-
394	Confiscated Property, Forfeiture/Seizure	-	-		-
395	Employees Retirement Contribution (Police &	-	-		-
396	Fair Market Value	-	-		-
397	Video Lottery (LVL)	1,000	1,000		-
398	Proceeds from Sale of Bonds	-	-		-
399	Miscellaneous Revenues	5,000	5,000		-
Total Revenues		810,009	810,009	9,000	9,000

501	Employee Wellness	-	-	-	-
565	Electrical Services	-	-	-	-
566	Public Works Department	45,000	45,000	-	-
567	Public Grounds	-	-	-	-
568	Complaint Department	-	-	-	-
569	Local Government Access Channel	-	-	-	-
570	Energy Savings Contract	-	-	-	-
571	Parking	-	-	-	-
590	Market House	-	-	-	-
698	Transfers/Reimbursements	-	-	-	-
699	Contingencies	-	-	-	-
Total General Government Expenditures		423,200	423,200	6,000	6,000
PUBLIC SAFETY EXPENDITURES					
700	Police Department	195,600	195,600	-	-
701	DARE Grant	-	-	-	-
702	COPS Grants	-	-	-	-
703	Investigative Services & Control	-	-	-	-
704	Police-Special Duty	-	-	-	-
705	City Jail	-	-	-	-
706	Fire Department	24,000	24,000	-	-
707	Dog Warden/Humane Society	-	-	-	-
708	Watershed Project	-	-	-	-
709	Ambulance Authority	-	-	-	-
710	Dams & Dredging	-	-	-	-
711	Communication Center/Central Dispatch	-	-	-	-
712	Traffic Engineering	-	-	-	-
713	Civil Defense	-	-	-	-
714	Flood Control/ Soil Conservation	-	-	-	-
715	Fire Hydrants	1,500	1,500	-	-
716	Emergency Services	-	-	-	-
717	Juvenile Justice Diversion Program	-	-	-	-
718	Drug & Violent Crime Control Grant	-	-	-	-
719	Local Law Enforcement Block Grant	-	-	-	-
720	Local Law Enforcement Block Grant	-	-	-	-
721	Local Law Enforcement Block Grant	-	-	-	-
722	Local Law Enforcement Block Grant	-	-	-	-
723	Local Law Enforcement Block Grant	-	-	-	-
724	Fire Fee Distribution	-	-	-	-
Total Public Safety Expenditures		221,100	221,100	-	-
STREET AND TRANSPORTATION					
750	Streets and Highways	3,000	3,000	-	-
751	Street Lights	13,000	13,000	-	-
752	Signs and Signals	7,000	7,000	-	-
753	Snow Removal	4,000	4,000	-	-
754	Central Garage	-	-	-	-

952	Cemeteries	-	-	-	-
953	Social Services	-	-	-	-
954	Human Rights / Affirmative Action	-	-	-	-
955	Human Resources	-	-	-	-
956	Community Council	-	-	-	-
957	Bingo Expenses	-	-	-	-
958	Grants - Social Services	-	-	-	-
Total Social Services Expenditures		4,000	4,000	-	-
CAPITAL PROJECTS EXPENDITURES					
975	General Government	-	-	-	-
976	Public Safety	-	-	-	-
977	Street and Transportation	-	-	-	-
978	Health and Sanitation	-	-	-	-
979	Culture and Recreation	-	-	-	-
980	Social Services	-	-	-	-
Total Capital Projects Expenditures		-	-	-	-
SUMMARY					
General Government Expenditures		423,200	423,200	6,000	6,000
Public Safety Expenditures		221,100	221,100	-	-
Street and Transportation		36,000	36,000	-	-
Health & Sanitation Expenditures		105,209	105,209	-	-
Culture & Recreation Expenditures		20,500	20,500	3,000	3,000
Social Services Expenditures		4,000	4,000	-	-
Capital Projects Expenditures		-	-	-	-
GRAND TOTAL ALL EXPENDITURES		810,009	810,009	9,000	9,000
TOTAL REVENUES		810,009	810,009	9,000	9,000

FW: Chesapeake Levy Estimate 2023-2024

Melissa Sutphin <MSutphin@Chesapeakewv.gov>

Sun 8/27/2023 3:17 PM

To: Melissa Hill <Mhill@Chesapeakewv.gov>

 2 attachments (2 MB)

Chesapeake Municipal Levy Estimate - 2023-2024.xls; Chesapeake Recap and Certification signed.pdf;

From: Paul Bradshaw <PBradshaw@Chesapeakewv.gov>

Sent: Saturday, March 25, 2023 9:32 AM

To: LGS@WVSAO.GOV

Cc: Melissa Sutphin <MSutphin@Chesapeakewv.gov>; Robert Bunch <RBunch@Chesapeakewv.gov>

Subject: Chesapeake Levy Estimate 2023-2024

Good Morning,

Attached is the town of Chesapeake's 2023-2024 Levy Estimate(budget).

Not – This is an election year and council voted for increases to the elected officials.

The City Manager position was removed. Duties and responsibilities moved to a second City Clerk

The City Clerk position is now filled with two people, thus the increase in the budget amount for City Clerk and increase in salary.

We are about to undergo a Storm Water runoff review and will using excess funds to begin the review process.

If I have overlooked any issues, please email me, or call the town admin office at the number below so we can get it corrected.

Respectfully,

Paul D Bradshaw
Mayor – Chesapeake
12404 MacCorkle Ave
Chesapeake WV 25315

304-949-1496 Option 2 -Admin Office

Cc'd: Town Clerks

Melissa Sutphin

Robert Bunch

TOWN OF



TOWN OF CHESAPEAKE

APRIL 2023 - COUNCIL MEETING MINUTES

LOCATION: Lisa Curry Memorial Annex

CALL TO ORDER: Paul Bradshaw

DATE: 4/17/23

TIME: 7:00 pm

INVOCATION: Dona Lacy

FLAG SALUTE: Ashley Setterstrom

ROLL CALL of Officers:

Mayor: Paul Bradshaw - Present

Recorder: Vacant

Councilman at Large: J. David Lloyd - Present

Ward 1: Dona Lacy – Present

Vacant -

Ward 2: Ashley Setterstrom:

Vacant -

Ward 3: Mildred Grooms - Present

Joseph Booker - Present:

Previous Council Meeting Minutes: A motion was made to accept the March 19th, 2023, Town Council meeting minutes by Ashley Setterstrom and seconded by Joseph Booker. No questions or concerns were voiced. A voice vote was made that affirmed the motion.

AGENDA:

- 1. Paul Liptok appointment to Ward I town council seat**
2. WV State Auditor's Office representative Skylar Wotring – WV Checkbook program introduction
3. Financial Statements
4. Second Reading of Town Ordinance – Article 105-Elections
5. Trash Receptacle purchases (10) Town Beautification
6. Appointment of Election Commission Officers – 105.11
7. Election Directives per city ordinance

105.12 – Appointment of Precinct Uniform Election Board Officials (3 commissioners and 2 clerks to serve in each voting precinct. Special Session required not less than 20 days prior to the holding of any election. They will fix the place or places within the City where such elections shall be held and at such meeting appoint the Uniform Election Board

105.13 – The Commissioners and Clerks that make up the Uniform Election Board shall receive such compensation as may be determined by Council, not to exceed the compensation payable under general law to precinct election officials.

1.) The mayor has made an appointment to the Ward I vacancy by nominating Paul Liptok to the Ward I council seat until June 30th, 2023.

- Mr. Liptok grew up in the Upper Kanawha Valley area and went on to serve in the US Air Force achieving the rank of Master Sergeant before his retirement. He has spent 9 years working as a heavy equipment operator for the mining community and is currently the Lock Master at the London Locks and Dam. He currently has 19 Employees under his direction and is accountable for millions of dollars of assets. He is a graduate of East Bank High school, In his leisure time he enjoys work working and old cars. He has served on the Rod, Run and Doo Wop board as a volunteer since 2012. His hope is to help the town grow and become a better place to live.

The mayor has made a motion that the Ward I council appointment be accepted. Motion seconded by: J. David Lloyd. There were no questions or concerns voiced and a voice vote affirmed the motion.

2.) Approval of Council to purchase 10 waste canisters to be placed throughout town to cut down on the amount of litter along the MacCorkle and Venable Avenue areas.

A motion to purchase 10 waste receptacle canisters at the cost of \$1500 was made by J. David Lloyd and seconded by Ashley Setterstrom. A question of placement throughout the town was made. The town will identify 10 spots and monitor the pickup for use. The receptacle will be placed where utilization is most prevalent. A voice vote affirmed the motion.

Special Thanks to Mr. Paul Lavender for bringing this idea to council.

- 3.) Motion made by the mayor to appoint Councilman at Large J. David Lloyd and Town Clerk Melissa Sutphin to the Town Election Commission. IAW Town Administrative Code 105.11, Council shall make the appointments to the Elections Commission not less than 45 days nor more than sixty days before the election to be held under this article. The election Commission so appointed shall hold office at the will and pleasure of Council. It shall be the duty of the Election Commission to prepare the ballot for the election and to cause the same and all other election supplies and materials to be made available for the election. Not less than ten (10) days prior to the election, the City Recorder shall cause a sample ballot showing the names of all candidates seeking election to any office to be published in two newspapers (if available) having general circulation in the city. (The Chief Election Officer is the Town Recorder)**

Seconded by: Mildred Grooms. No questions or concerns were voiced. A voice vote affirmed the motion.

4.) Motion made by the mayor to pay the Election Commissioners and Clerks the same amount of money the Kanawha County Commission pays its election officials that work the polls.

Seconded by: Joseph Booker. There were no questions or concerns, and a voice vote affirmed the motion.

Kanawha County pay scale:

Election Training - \$50.00. Election Day - \$200.00, Early Voting – 10 days at \$100.00 per day

5.) A motion to accept the invitation of the West Virginia State Auditor's office to join the WV Checkbook programs was made by Ashley Settertrom and seconded by Joseph Booker. There were no questions or concerns on the matter and a voice vote affirmed the motion.

The mission of West Virginia Checkbook, sponsored by the West Virginia State Auditor, is to empower every West Virginia constituent with simple-to-understand, accurate government financial information regarding the spending of their tax dollars.

6.) A motion to support the Chesapeake Elementary Archery program with a donation of \$980 dollars to fund their enrollment fees in the National youth archery championships was made by Mayor Paul Bradshaw and seconded by Dona Lacy. The mayor made an impassioned plea on behalf of our town's youth that the council consider their support to the youth of our community. A voice vote affirmed the motion.

The Second reading of an ordinance to adopt Article 105 – Elections, 105.20 ELECTIONS TO COINCIDE WITH STATE AND COUNTY ELECTIONS was read. No objections to the ordinance were noted. Final reading will occur on 5/15/23.

CONCERNS OF COUNCIL AND CITIZENS:

CONCERNS OF COUNCIL:

Where does the house fire cleanup stand for the house on 127th St? Still with the Insurance company to determine cause and settle with clean up. JDL

Swimming Pool – one-time fee waiver in accordance with WV State Code 16.13 – This will be brought forth at the May Council meeting. DL

§16-13-16. Rates for service; deposit required for new customers; forfeiture of deposit; reconnecting deposit; tenant's deposit; change or readjustment; hearing; lien and recovery; discontinuance of services.

A governing body has the power and duty, by ordinance, to establish and maintain just and equitable rates, fees, or charges for the use of and the service rendered by:

(a) Sewerage works, to be paid by the owner of each lot, parcel of real estate or building that is connected with and uses the works by or through any part of the sewerage system of the municipality or that in any way uses or is served by the works; and

(c) The governing body may change and readjust the rates, fees, or charges from time to time. However, no rates, fees, or charges for stormwater services may be assessed against highways, road and drainage easements or stormwater facilities constructed, owned or operated by the West Virginia Division of Highways.

What is the status of the basketball court repairs and placement of the new basketball equipment at the Porter Cotton Park? Will look for the quote and get back to council.

CONCERNS OF CITIZENS: Currently a burning ban is in place statewide. A follow up on the Launch Fee at the Marina. In question is the supposed charge by the city on the website that shows a fee charge.

MAYOR's Wrap Up:

The Town Sign ceremony was a success, and our new sign welcomes home the residents of our great town.

Next regularly scheduled town council meeting will be held on Monday, May15th, 2023 at 7:00 pm in the Lisa Curry Memorial Annex. A special council meeting is scheduled for Tuesday, April 18th, 2023, to approve the finalized budget as approved by the WV State Auditor's office.

ADJOURNMENT: Motion made by Dona Lacy to Adjourn, Seconded by J. David Lloyd. No questions or concerns and a voice vote affirmed the motion. Meeting adjourned at 8:25 pm

Mayor: Paul Bradshaw

TOWN OF



TOWN OF CHESAPEAKE

*SPECIAL COUNCIL
MEETING MINUTES -
MARCH*

LOCATION: Mayor's Office

CALL TO ORDER: Paul Bradshaw

DATE: Thursday, March

*23rd, 2023 TIME: 6:00 INVOCATION: Dona Lacy FLAG SALUTE: Paul
Bradshaw*

ROLL CALL of Officers: Mayor: Paul Bradshaw: Present

Recorder: Vacant

Councilman at Large: J. David Lloyd: Present by phone

Ward 1: Dona Lacy: Present Vacant

Ward 2: Ashley Setterstrom: Present Vacant

Ward 3: Mildred Grooms: Present Joseph Booker: Present/by phone

Previous Council Meeting Minutes: Not applicable.

MAYOR CORRESPONDANCE: (See Meeting Agenda)

- 1. City Budget Review*
- 2. Town Police Salary review*

A.) The town council finalized the town budget with input into every revenue and expense addressed.

A motion was made by Ashley Setterstrom and seconded by Dona Lacy to approve the final draft of the town's budget.

There were no questions or concerns, and a voice vote affirmed the motion.

The mayor asked for an individual confirmation of the councils vote. All councilmen and women confirmed their vote of approval.

B.) A request was made by Mayor Bradshaw that the council approve his request to represent the city in the signing of the Recap and Certification page of the budget and allow him to submit it to the State Auditor's office.

A motion was made by Ashley Setterstrom and seconded by J. David Lloyd to allow the mayor to sign the recap and certification page of the budget and submit it to the WV State Auditor's office.

C.) The mayor informed council that surrounding communities were increasing their wages for their police departments to make it more inviting for certified officers to be recruited and retained. The mayor is concerned that our current officers may be enticed to leave for higher pay if an attempt by the council was not made to compete with the surrounding communities to offer better pay.

Ashley Setterstrom made motion to raise the current pay of patrol to \$21.00 per hour with the sergeant's pay to increase to \$21.25 per hour. Dona Lacy seconded the motion. There were no questions or concerns, and a voice vote confirmed the motion.

Mayor's wrap up:

Once the Budget is approved by the State Auditor's office. The town will post the budget on the town website and publish in the local newspaper.

A Motion to Adjourn was made by Ashley Setterstrom and seconded by Dona Lacy. There were no questions or concerns and a voice vote to confirm was approved at 6:53pm

Mayor Paul Bradshaw

- **Legal List – Audit & Legal Committee Review**

- **FY 2020-2023 Findings Review & Escalations - Transparency**
 - Mayor’s Report – Financial Reports, Bank Statements, Budgets, and Audits
- Profit & Loss Statements – QuickBooks
 - FY 2020 – Profit - \$7,115.40
 - FY 2021 – Profit - \$217,117.06
 - FY 2022 – Profit - \$420,838.80
 - FY 2023 – Loss - \$235,411.05
- Audit Table in Court Room for Council & Citizen Review
 - June 30 Bank Statements
 - QuickBooks Registers
 - Bank Account Activity Logs
 - FY 2019-2023 – Budgets
 - Municipal Government Guide to the Budget Process

COVER

Monday, October 23, 2023

Town Of Chesapeake
Profit & Loss Detail
July 2019 through June 2020

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
Check	708 Fire Fees	03/06/2020	DEBIT			Chesapeake Fi...	320.00		320.00
	Total 708 Fire Fees						320.00	0.00	320.00
	Total 700 FIRE DEPARTMENT						2,556.42	0.00	2,556.42
	Total PUBLIC SAFETY EXPENSE						10,398.28	0.00	10,398.28
Reconciliation Discrepancies									
Check	01/10/2020	CHEC...		Check#8883-...		Chesapeake B...	22,719.79	16,125.74	22,719.79
General Journal	01/31/2020	1		Balance Adju...		Chesapeake T...			6,594.05
	Total Reconciliation Discrepancies						22,719.79	16,125.74	6,594.05
SOCIAL SERVICES EXPENDITURES									
	951 Aging Program (Sr Citizens)								
Bill	02/13/2020	10807...	Sandra Cox	*Senior Cntr ...		Accounts Paya...	224.62		224.62
Check	06/04/2020	9191	Hooten	Equipment In...		GF City Nation...	2,272.95		2,497.57
	Total 951 Aging Program (Sr Citizens)						2,497.57	0.00	2,497.57
	Total SOCIAL SERVICES EXPENDITURES						2,497.57	0.00	2,497.57
STREET & TRANSPORTATION									
	750 Streets & Hwys								
Check	04/29/2020	9130	Harry O. Goins	Lawnmower p...		GF City Nation...	75.00		75.00
	Total 750 Streets & Hwys						75.00	0.00	75.00
	Total STREET & TRANSPORTATION						75.00	0.00	75.00
	Total Expense						241,180.96	16,456.35	224,724.61
	Net Ordinary Income						241,637.32	248,752.72	7,115.40
	Net Income						241,637.32	248,752.72	7,115.40

**Town Of Chesapeake
Profit & Loss Detail
July 2020 through June 2021**

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
STREET & TRANSPORTATION									
751 Street Lights									
Check	09/08/2020	9368	Appalachian Power	Acct #020-39...		GF City Nation...	1,276.34		1,276.34
Check	12/11/2020	9586	Appalachian Power	Acct: # 020-3...		GF City Nation...	1,397.38		2,673.72
Check	01/07/2021	9641	Appalachian Power	Acct: #020-39...		GF City Nation...	1,435.93		4,109.65
Check	02/08/2021	9713	Appalachian Power	Acct: #020-39...		GF City Nation...	1,424.02		5,533.67
Check	03/05/2021	9770	Appalachian Power	Acct: #020-39...		GF City Nation...	1,388.88		6,922.55
Check	04/06/2021	9825	Appalachian Power	Acct: #020-39...		GF City Nation...	1,623.98		8,546.53
Check	05/05/2021	9892	Appalachian Power	Acct: #020-39...		GF City Nation...	1,772.43		10,318.96
Check	06/07/2021	9955	Appalachian Power	Acct: #020-39...		GF City Nation...	1,913.89		12,232.85
Total 751 Street Lights							12,232.85	0.00	12,232.85
752 School Flashers									
Check	04/06/2021	9828	Appalachian Power	Acct: #026-03...		GF City Nation...	15.60		15.60
Check	05/04/2021	9888	Appalachian Power	Acct: #026-03...		GF City Nation...	15.60		31.20
Check	06/02/2021	9950	Appalachian Power	Acct: #026-03...		GF City Nation...	15.60		46.80
Total 752 School Flashers							46.80	0.00	46.80
Total STREET & TRANSPORTATION							12,279.65	0.00	12,279.65
Total Expense							512,425.65	28,998.50	483,427.15
Net Ordinary Income							513,355.65	730,472.71	217,117.06
Net Income							513,355.65	730,472.71	217,117.06

Town Of Chesapeake
Profit & Loss Detail
July 2021 through June 2022

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
Check	06/13/2022	EC	WV Public Safety			GF City Nation...	75.00		2,704.13
Check	06/22/2022	EC	Tractor Supply	Nozzle spraye...		GF City Nation...	199.98		2,904.11
Total 750 Streets & Hwys							2,904.11	0.00	2,904.11
751 Street Lights									
Check	07/07/2021	10043	Appalachian Power	Acct. #020-39...		GF City Nation...	1,901.74		1,901.74
Check	08/06/2021	10107	Appalachian Power	Acct. #020-39...		GF City Nation...	1,915.92		3,817.66
Check	09/07/2021	10168	Appalachian Power	Acct. #020-39...		GF City Nation...	1,930.27		5,747.93
Check	10/05/2021	10234	Appalachian Power	Acct. #020-39...		GF City Nation...	2,017.71		7,765.64
Check	11/08/2021	10307	Appalachian Power	Acct. #020-39...		GF City Nation...	2,032.83		9,798.47
Check	12/06/2021	10375	Appalachian Power	Acct. #020-39...		GF City Nation...	2,040.47		11,838.94
Check	02/09/2022	10510	Appalachian Power	Acct. #020-39...		GF City Nation...	2,048.12		13,887.06
Check	02/18/2022	D/C	Lowes	Plant Installm...		GF City Nation...	86.36		13,973.42
Check	03/04/2022	10554	Appalachian Power	Acct. #020-39...		GF City Nation...	4,084.94		18,058.36
Check	04/05/2022	10596	Appalachian Power	Acct. #020-39...		GF City Nation...	2,029.40		20,087.76
Check	04/21/2022	10640	Appalachian Power	Acct. #025-37...		GF City Nation...	56.70		20,144.46
Check	05/08/2022	10673	Appalachian Power	Acct. #020-39...		GF City Nation...	2,013.08		22,157.54
Total 751 Street Lights							22,157.54	0.00	22,157.54
752 School Flashers									
Check	07/07/2021	10040	Appalachian Power	Acct. #026-03...		GF City Nation...	15.52		15.52
Check	08/02/2021	10102	Appalachian Power	Acct. #026-03...		GF City Nation...	15.52		31.04
Check	09/02/2021	10163	Appalachian Power	Acct. #026-03...		GF City Nation...	15.60		46.64
Check	10/05/2021	10233	Appalachian Power	Acct. #026-03...		GF City Nation...	16.12		62.76
Check	11/01/2021	10299	Appalachian Power	Acct. #026-03...		GF City Nation...	16.14		78.90
Check	12/02/2021	10369	Appalachian Power	Acct. #026-03...		GF City Nation...	16.23		95.13
Check	01/11/2022	10455	Appalachian Power	Acct. #026-03...		GF City Nation...	16.23		111.36
Check	02/09/2022	10506	Appalachian Power	Acct. #026-03...		GF City Nation...	16.23		127.59
Check	03/04/2022	10556	Appalachian Power	Acct. #026-03...		GF City Nation...	16.23		143.82
Check	04/05/2022	10598	Appalachian Power	Acct. #026-03...		GF City Nation...	16.14		159.96
Check	05/04/2022	10658	Appalachian Power	Acct. #026-03...		GF City Nation...	16.24		176.20
Check	06/02/2022	10712	Appalachian Power	Acct. #026-03...		GF City Nation...	16.24		192.44
Total 752 School Flashers							192.44	0.00	192.44
Total STREET & TRANSPORTATION							25,254.09	0.00	25,254.09
Total Expense							579,073.71	50,506.85	528,566.86
Net Ordinary Income							583,551.11	1,004,389.91	420,838.80
Net Income							583,551.11	1,004,389.91	420,838.80

Town Of Chesapeake
Profit & Loss Detail
July 2022 through June 2023

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
General Journal	05/31/2023	87		Balance Adju...		GF City Nation...	228.75	0.31	19,456.97
General Journal	05/31/2023	91		Balance Adju...		GF City Nation...			19,456.66
Total Reconciliation Discrepancies							20,732.35	1,275.69	19,456.66
STREET & TRANSPORTATION									
751 Street Lights									
Check	07/05/2022	10792	Appalachian Power	Acct. #020-39...		GF City Nation...	2,040.66		2,040.66
Check	08/01/2022	10856	Appalachian Power	Acct. #020-39...		GF City Nation...	2,042.22		4,082.88
Check	09/07/2022	10918	Appalachian Power	Acct. #020-39...		GF City Nation...	2,059.99		6,142.87
Check	10/11/2022	11002	Appalachian Power	Acct. #020-39...		GF City Nation...	2,075.99		8,218.86
Check	11/07/2022	11074	Appalachian Power	Acct. #020-39...		GF City Nation...	2,101.44		10,320.30
Check	12/07/2022	11124	Appalachian Power	Acct. #020-39...		GF City Nation...	2,117.90		12,438.20
Check	01/09/2023	11181	Appalachian Power	Acct. #020-39...		GF City Nation...	2,150.24		14,588.44
Check	02/05/2023	11236	Appalachian Power	Acct. #020-39...		GF City Nation...	2,127.44		16,715.88
Check	02/27/2023	11281	Appalachian Power	Acct. #025-37...		GF City Nation...	60.37		16,776.25
Check	03/07/2023	11290	Appalachian Power	Acct. #020-39...		GF City Nation...	2,038.52		18,814.77
Check	04/10/2023	11363	Appalachian Power	account # 020...		GF City Nation...	2,096.78		20,911.55
Check	05/15/2023	11447	Appalachian Power	ACCT # 026-...		GF City Nation...	2,079.66		22,991.21
Check	06/15/2023	11513	Appalachian Power	account # 020...		GF City Nation...	2,060.95		25,052.16
Total 751 Street Lights							25,052.16	0.00	25,052.16
752 School Flashers									
Check	07/02/2022	10766	Appalachian Power	Acct. #026-03...		GF City Nation...	16.14		16.14
Check	08/01/2022	10851	Appalachian Power	Acct. #026-03...		GF City Nation...	16.14		32.28
Check	09/05/2022	10912	Appalachian Power	Acct. #026-03...		GF City Nation...	16.14		48.42
Check	10/02/2022	10980	Appalachian Power	Acct. #026-03...		GF City Nation...	16.36		64.78
Check	11/03/2022	11052	Appalachian Power	Acct. #026-03...		GF City Nation...	16.38		81.16
Check	12/01/2022	11112	Appalachian Power	Acct. #026-03...		GF City Nation...	16.38		97.54
Check	01/05/2023	11172	Appalachian Power	Acct. #026-03...		GF City Nation...	16.27		113.81
Check	01/26/2023	11233	Appalachian Power	Acct. #026-03...		GF City Nation...	16.38		130.19
Check	03/07/2023	11291	Appalachian Power	Acct. #026-03...		GF City Nation...	16.38		146.57
Check	04/10/2023	11365	Appalachian Power	026-036-440-...		GF City Nation...	16.27		162.84
Check	05/15/2023	11442	Appalachian Power	ACCT # 026-...		GF City Nation...	16.38		179.22
Check	06/15/2023	11509	Appalachian Power	account # 026...		GF City Nation...	16.38		195.60
Total 752 School Flashers							195.60	0.00	195.60
Total STREET & TRANSPORTATION							25,247.76	0.00	25,247.76
Total Expense							1,102,850.76	37,860.04	1,064,990.72
Net Ordinary Income							1,103,023.80	867,612.75	-235,411.05
Net Income							1,103,023.80	867,612.75	-235,411.05

RESOLUTION OF THE TOWN OF CHESAPEAKE COUNCIL APPROVING INVOICES**RELATING TO WV THE WV IJDC DISTRICT 2 PFA GRANT (2022S-2101)**

WHEREAS, the Town of Chesapeake has reviewed the invoices attached hereto and incorporated herein by reference relating to the Sanitary Sewer Evaluation Surveys (the "Project") to be funded in part by the West Virginia Infrastructure and Jobs Development Council and finds as follows:

- (a) That none of the items for which the payment is proposed to be made has formed the basis for any disbursement theretofore made;
- (b) That each item for which the payment is proposed to be made is or was necessary in connection with the Project and constitutes a Cost of the services for the Project;
- (c) That each of such costs has been otherwise properly incurred; and
- (d) That payment for each of the items proposed is then due and owing.

NOW, THEREFORE, BE IT RESOLVED by the Town of Chesapeake Council:

There is hereby authorized and directed the payment of the attached invoices as summarized as follows:

Vendor Name/ Payee	Date	Inv. No.	Invoice Amount	WV IJDC PFA Grant (2022S-2101)	Town of Chesapeake
Chapman Technical Group LTD	9/30/2023	20647	\$ 6,600.00	\$ 3,300.00	\$ 3,300.00
Chapman Technical Group LTD	9/30/2023	20648	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00
TOTAL			\$ 12,600.00	\$ 6,300.00	\$ 6,300.00

Adopted by the Town of Chesapeake Council at a meeting held on the 23rd day of October, 2023.

Melissa Hill, Mayor

RESOLUTION OF THE CITY OF CHESAPEAKE SANITARY BOARD APPROVING INVOICES

RELATING TO WV THE WV IJDC DISTRICT 2 PFA GRANT (2022S-2101)

WHEREAS, the Town of Chesapeake Sanitary Board ("Sanitary Board") has reviewed the invoices attached hereto and incorporated herein by reference relating to the Sanitary Sewer Evaluation Surveys (the "project") to be funded in part by the West Virginia Infrastructure and Jobs Development Council and finds as follows:

- (a) That none of the items for which the payment is proposed to be made has formed the basis for any disbursement theretofore made;
- (b) That each item for which the payment is proposed to be made is or was necessary in connection with the Project and constitutes a Cost of the services for the Project;
- (c) That each of such costs has been otherwise properly incurred; and
- (d) That payment for each of the items proposed is then due and owing.

NOW, THEREFORE, BE IT RESOLVED by the Sanitary Board as follows:

There is hereby authorized and directed the payment of the attached invoices as summarized as follows:

Vendor Name/ Payee	Date	Inv. No.	Invoice Amount	WV IJDC PFA Grant (2022S-2101)	City of Chesapeake
Chapman Technical Group LTD	9/30/2023	20647	\$6,600.00	\$3,300.00	\$3,300.00
Chapman Technical Group LTD	9/30/2023	20648	\$6,000.00	\$3,000.00	\$3,000.00
TOTAL			\$ 12,600.00	\$ 6,300.00	\$ 6,300.00

Adopted by the Town of Chesapeake Sanitary Board at a meeting held on the _____ day of October, 2023.

Melissa Hill, Chairperson

Town of Chesapeake

12404 MacCorkle Ave.
Chesapeake, WV 25315

October 23, 2023

Mr. Wayne Morgan, Executive Director
West Virginia Infrastructure and Jobs Development Council
1009 Bullitt Street
Charleston, WV 25301

RE: Town of Chesapeake
2022S-2101
SSES PFA Project
Drawdown #

7

Dear Mr. Morgan,

We request funds in the amount of \$6,300.00 for this Drawdown.

Invoices		
Vendor	Date & Inv No.	Amount
Chapman Technical Group LTD	09-30-23 / 20647	\$ 3,300.00
Chapman Technical Group LTD	09-30-23 / 20648	\$ 3,000.00
		\$ -
TOTALS		\$ 6,300.00

If you should have any questions, please contact me or Terry Martin of the RIC office at 744-4258.

Sincerely,

Melissa Hill
Mayor
Encls.

copy/file

Town of Chesapeake
 SSES PFA Project
 WV IJDC DISTRICT 2 FUNDING
 2022S-2101

DRAW # 7
 October 23, 2023

	CURRENT APPROVED BUDGET	Adjustments	Revised Budget	\$ Paid Prior to this Draw	Requested this Draw	Requested to date	Remaining
Construction	0.00		0.00	0.00		0.00	0.00
Construction Contingency	0.00		0.00	0.00		0.00	0.00
Technical Services							
a. Preliminary Engineering	0.00		0.00	0.00		0.00	0.00
b. Design	0.00		0.00	0.00		0.00	0.00
c. Planning	0.00		0.00	0.00		0.00	0.00
d. Engineering During Construction	0.00		0.00	0.00		0.00	0.00
e. Inspection	0.00		0.00	0.00		0.00	0.00
f. Special Services	0.00		0.00	0.00		0.00	0.00
g. Asset Management	0.00		0.00	0.00		0.00	0.00
h. SSES (Smoke Testing, Cleaning, TV Inspection)	160,000.00		160,000.00	147,702.75	3,300.00	151,002.75	8,997.25
i. SSES Coordination / PM and MH Inspection (By CTG)	12,500.00		12,500.00	11,875.00		11,875.00	825.00
j. SSES Report (by CRG)	20,000.00		20,000.00	14,000.00	3,000.00	17,000.00	3,000.00
k. Other Engineering (Not PFA Eligible)	0.00		0.00	0.00		0.00	0.00
Legal & Fiscal							
Local Attorney	0.00		0.00	0.00		0.00	0.00
PSC Attorney	0.00		0.00	0.00		0.00	0.00
Interest During Construction	0.00		0.00	0.00		0.00	0.00
Accountant	0.00		0.00	0.00		0.00	0.00
Loan Repayment	0.00		0.00	0.00		0.00	0.00
Land Acquisition & ROWs	0.00		0.00	0.00		0.00	0.00
Administrative & General							
Project Administration	0.00		0.00	0.00		0.00	0.00
Permits & Fees	0.00		0.00	0.00		0.00	0.00
Contingency							
Project Contingency	0.00		0.00	0.00		0.00	0.00
Closing Costs							
Funding Reserve	0.00		0.00	0.00		0.00	0.00
Registrar Fees	0.00		0.00	0.00		0.00	0.00
Bond Council	0.00		0.00	0.00		0.00	0.00
Capitalized Interest	0.00		0.00	0.00		0.00	0.00
TOTAL	192,500.00		192,500.00	173,577.75	6,300.00	179,877.75	12,622.25

Town of Chesapeake
 SSES PFA Project
 Local Contribution

DRAW # 7
 October 23, 2023

	CURRENT APPROVED BUDGET	Adjustments	Revised Budget	\$ Paid Prior to this Draw	Requested this Draw	Requested to date	Remaining
Construction	0.00		0.00	0.00		0.00	0.00
Construction Contingency	0.00		0.00	0.00		0.00	0.00
Technical Services							
a. Preliminary Engineering	0.00		0.00	0.00		0.00	0.00
b. Design	0.00		0.00	0.00		0.00	0.00
c. Planning	0.00		0.00	0.00		0.00	0.00
d. Engineering During Construction	0.00		0.00	0.00		0.00	0.00
e. Inspection	0.00		0.00	0.00		0.00	0.00
f. Special Services	0.00		0.00	0.00		0.00	0.00
g. Asset Management	0.00		0.00	0.00		0.00	0.00
h. SSES (Smoke Testing, Cleaning, TV Inspection)	160,000.00		160,000.00	147,702.74	3,300.00	151,002.74	8,997.26
i. SSES Coordination / PM and MH Inspection (By CTG)	12,500.00		12,500.00	11,675.00		11,675.00	825.00
j. SSES Report (by CRG)	20,000.00		20,000.00	14,000.00	3,000.00	17,000.00	3,000.00
k. Other Engineering (Not PFA Eligible)	57,500.00		57,500.00	30,000.00		30,000.00	27,500.00
Legal & Fiscal							
Local Attorney	0.00		0.00	0.00		0.00	0.00
PSC Attorney	0.00		0.00	0.00		0.00	0.00
Interest During Construction	0.00		0.00	0.00		0.00	0.00
Accountant	0.00		0.00	0.00		0.00	0.00
Loan Repayment	0.00		0.00	0.00		0.00	0.00
Land Acquisition & ROWs	0.00		0.00	0.00		0.00	0.00
Administrative & General							
Project Administration	0.00		0.00	0.00		0.00	0.00
Permits & Fees	0.00		0.00	0.00		0.00	0.00
Contingency							
Project Contingency	0.00		0.00	0.00		0.00	0.00
Closing Costs							
Funding Reserve	0.00		0.00	0.00		0.00	0.00
Registrar Fees	0.00		0.00	0.00		0.00	0.00
Bond Council	0.00		0.00	0.00		0.00	0.00
Capitalized Interest	0.00		0.00	0.00		0.00	0.00
TOTAL	250,000.00		250,000.00	203,377.74	6,300.00	209,677.74	40,322.26

Town of Chesapeake
SSES PFA Project
Totals

DRAW # 7
October 23, 2023

	CURRENT APPROVED			\$ Paid Prior to	Requested	Requested	
	BUDGET	Adjustments	Revised Budget	this Draw	this Draw	to date	Remaining
Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Construction Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Technical Services							
a. Preliminary Engineering	0.00	0.00	0.00	0.00	0.00	0.00	0.00
b. Design	0.00	0.00	0.00	0.00	0.00	0.00	0.00
c. Planning	0.00	0.00	0.00	0.00	0.00	0.00	0.00
d. Engineering During Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
e. Inspection	0.00	0.00	0.00	0.00	0.00	0.00	0.00
f. Special Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
g. Asset Management	0.00	0.00	0.00	0.00	0.00	0.00	0.00
h. SSES (Smoke Testing, Cleaning, TV Inspection)	320,000.00	0.00	320,000.00	295,405.49	6,600.00	302,005.49	17,994.51
i. SSES Coordination / PM and MH Inspection (By CTG)	25,000.00	0.00	25,000.00	23,550.00	0.00	23,550.00	1,450.00
j. SSES Report (by CRG)	40,000.00	0.00	40,000.00	28,000.00	6,000.00	34,000.00	6,000.00
k. Other Engineering (Not PFA Eligible)	57,500.00	0.00	57,500.00	30,000.00	0.00	30,000.00	27,500.00
Legal & Fiscal							
Local Attorney	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PSC Attorney	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest During Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accountant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Loan Repayment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Land Acquisition & ROWs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administrative & General							
Project Administration	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Permits & Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Contingency							
Project Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Closing Costs							
Funding Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Registrar Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bond Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capitalized Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	442,500.00		442,500.00	376,955.49	12,600.00	389,555.49	52,944.51

INVOICE

Town of Chesapeake
Attn: Honorable Melissa Hill, Mayor
12404 MacCorkle Ave
Chesapeake, WV 25315

September 30, 2023
Project No: 0000021026.05
Invoice No: 0020648

Project 0000021026.05 Chesapeake-TO #4 - SSES Report
Task Order No. 4

Professional Services from August 20, 2023 to September 30, 2023

Fee

Total Fee	40,000.00		
Percent Complete	75.00	Total Earned	30,000.00
		Previous Fee Billing	24,000.00
		Current Fee Billing	6,000.00
		Total Fee	6,000.00

Total this Invoice \$6,000.00

Outstanding Invoices

Number	Date	Balance
0020281	1/31/2023	4,000.00
0020332	2/28/2023	8,000.00
Total		12,000.00

cc: Terry Martin - terrymartin@wvregion3.org
Bruce Mullins - brucemullins@wvregion3.org

PLEASE REMIT TO:
Chapman Technical Group LTD
c/o GRW Engineers
801 Corporate Dr.
Lexington, KY 40503
304.727.5501
www.chaptech.com

INVOICE

Town of Chesapeake
Attn: Honorable Melissa Hill, Mayor
12404 MacCorkle Ave
Chesapeake, WV 25315

September 30, 2023
Project No: 0000021026.02
Invoice No: 0020647

Project 0000021026.02 Chesapeake-TO #3 - Smoke Test
Task Order No. 2

Professional Services from August 20, 2023 to September 30, 2023

Fee

Total Fee	44,000.00		
Percent Complete	90.00	Total Earned	39,600.00
		Previous Fee Billing	33,000.00
		Current Fee Billing	6,600.00
		Total Fee	6,600.00

Total this Invoice \$6,600.00

Outstanding Invoices

Number	Date	Balance
0020585	8/31/2023	33,000.00
Total		33,000.00

cc: Terry Martin - terrymartin@wvregion3.org
Bruce Mullins - brucemullins@wvregion3.org

PLEASE REMIT TO:
Chapman Technical Group LTD
c/o GRW Engineers
801 Corporate Dr.
Lexington, KY 40503
304.727.5501
www.chaptech.com

Town of Chesapeake, WV

Job Description

Job Title: Municipal Clerk

FLSA Classification: Non-Exempt

Division: Administration

Reports to: XXXXX

Preparation Date: October 2023

Summary/objective: The Municipal Clerk is responsible for managing the official records and documents of the city and ensuring compliance with applicable laws and regulations. This position also provides administrative support to the Mayor, City Council, and other city departments.

Essential functions: Reasonable accommodation may be made to enable individuals with disabilities to perform these essential functions. The typical duties, tasks, and responsibilities associated with the role of a municipal clerk are:

- Maintains custody of all books, records, and papers of the municipality.
- Keeps an accurate record of the proceedings of the governing body (council or commission) in a book or electronic format.
- Preserves and indexes all ordinances and resolutions enacted by the governing body.
- Maintains records of all official actions, contracts, and agreements entered into by the municipality.
- Publishes or posts public notices as required by law, such as meeting announcements, bid notices, or other required notifications.
- Assists in the preparation of meeting agendas for the governing body and provides appropriate notice of meetings.
- Attends meetings and provides administrative support, including recording minutes, maintaining records, and ensuring proper documentation.

- Oversees the management, preservation, and safekeeping of municipal records in accordance with applicable laws and regulations.
- Develops and implements record retention and destruction policies in compliance with state guidelines.
- Administers the issuance of various municipal licenses and permits, such as business licenses, building permits, or special event permits.
- Maintains records related to licensing and permits and ensures compliance with applicable laws and regulations.
- Handles public records requests in accordance with the West Virginia Freedom of Information Act (FOIA) and provide access to public records as required by law.
- All other duties as assigned.

Education/Qualifications

Minimum of a high school diploma or GED

Knowledge, Skills, and Abilities

Municipal Clerks must have knowledge of state, local, and municipal laws and regulations, proficiency in computer applications and software programs, experience in records management and document retention, and the ability to maintain confidentiality and handle sensitive information. In addition to these, some other skills that are important for a Municipal Clerk are: Good organizational skills, ability to work independently, and the ability to work with the public. Municipal clerks must also have excellent communication skills, both verbal and written skills. Also, computer and digital literacy and critical thinking skills.

Physical Requirements- The physical requirements of this position are classified as light work. Must have the ability to sit or stand for extended periods of time and the ability to lift and carry up to 25 pounds The visual acuity requirements include color, depth perception, and field vision.

Working Conditions- Work is generally performed in an office setting with minimal noise levels. May be required to attend evening meetings or events.

Duties, responsibilities, and activities may change at any time with or without notice. Employee signature below indicates the understanding of the requirements, essential functions, and duties of the position.

Employee Signature _____ Date _____

Supervisor/HR Signature _____ Date _____

1. Financial Report (5 minutes)

- Presentation of the monthly financial report, including budget updates and revenue projections.
 - September 2023 – Balance Sheet
 - -\$206,712.22 – Net Income
 - Dump Account – not in QuickBooks and Miscellaneous Revenue still being reconciled
 - Two Dump Accounts in previous Administration
 - Current Account Not in QuickBooks to calculate
- City National Bank required Double Authentication (Technology)
 - Working with Intuit to bypass for Synchronization
 - Adding Dump Account by end of October

COVER

Monday, October 23, 2023

**Town Of Chesapeake
Balance Sheet
As of October 23, 2023**

	Oct 23, 23
ASSETS	
Current Assets	
Checking/Savings	177,406.89
American Rescue Act	11,034.37
Bonding Commitment	157.05
Change Drawer	1,500.00
Chesapeake Disposal Account	12,293.03
Chesapeake Fire Fee Account	245,470.85
GF City National Bank 3019	100.00
Petty Cash	20,449.61
Police Fund	468,411.80
Total Checking/Savings	25,273.46
Accounts Receivable	25,273.46
Total Accounts Receivable	493,685.26
Total Current Assets	493,685.26
TOTAL ASSETS	493,685.26
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	51,481.47
Accounts Payable	51,481.47
Total Accounts Payable	51,481.47
Other Current Liabilities	11,034.37
Bond from WV	27,578.36
Payroll Liabilities	38,612.73
Total Other Current Liabilities	90,094.20
Total Current Liabilities	90,094.20
Total Liabilities	90,094.20
Equity	
Opening Balance Equity	77,871.93
Retained Earnings	532,431.35
Net Income	-206,712.22
Total Equity	403,591.06
TOTAL LIABILITIES & EQUITY	493,685.26



TOWN OF CHESAPEAKE
 GARBAGE AND SEWAGE BILL
 12404 MACCORKLE AVENUE
 CHESAPEAKE WV 25315

For questions about your Statement or Account,
 please contact your local branch at: (304) 949-5595

 Summary of Accounts
 Account Number XXXXXXX2953
 Type of Account BEST FREE BUSINESS
 Current Balance 63,286.58
 Images

Account Title: TOWN OF CHESAPEAKE
 GARBAGE AND SEWAGE BILL

BEST FREE BUSINESS
 Account Number XXXXXXX2953
 Previous Balance 102,267.28
 27 Deposits/Credits 45,523.30
 7 Checks/Debits 84,504.00
 Service Charge .00
 Interest Paid .00
 Current Balance 63,286.58

 Activity in Date order
 Check# Amount

Date	Description	Amount
6/01	DEPOSIT	56.31
6/05	DEPOSIT	69.02
6/05	DEPOSIT	1,030.09
6/05	DEPOSIT	1,198.88
6/05	DEPOSIT	8,359.41
6/06	DEPOSIT	1,712.22
6/07	DEPOSIT	1,337.88
6/08	DEPOSIT	599.74
6/08	DEPOSIT	1,102.95
6/08	Chargeback Fee	12.00
6/08	Chargeback 4353	69.02
6/09	DEPOSIT	781.59
6/09	DEPOSIT	13,484.11
6/12	DEPOSIT	1,024.98
6/12	DEPOSIT	1,782.94
6/13	DEPOSIT	280.00
6/13	DEPOSIT	832.40
6/14	DEPOSIT	1,060.86
6/15	DEPOSIT	373.80
6/15	DEPOSIT	973.01
6/15	DEPOSIT	3,960.82
6/16	DEPOSIT	768.69
6/21	DEPOSIT	1,217.36
6/21	DEPOSIT	2,199.84
6/22	DEPOSIT	269.85
6/01	Balance	102,323.59
6/05	DEPOSIT	102,392.61
6/05	DEPOSIT	103,422.70
6/05	DEPOSIT	104,621.58
6/05	DEPOSIT	112,980.99
6/06	DEPOSIT	114,693.21
6/07	DEPOSIT	116,031.09
6/08	DEPOSIT	116,630.83
6/08	DEPOSIT	117,733.78
6/08	DEPOSIT	117,721.78
6/09	DEPOSIT	117,721.78
6/09	DEPOSIT	117,652.76
6/09	DEPOSIT	118,434.35
6/09	DEPOSIT	118,434.35
6/09	DEPOSIT	131,918.46
6/12	DEPOSIT	132,943.44
6/12	DEPOSIT	134,726.38
6/13	DEPOSIT	135,006.38
6/13	DEPOSIT	135,838.78
6/14	DEPOSIT	136,899.64
6/15	DEPOSIT	137,273.44
6/15	DEPOSIT	137,273.44
6/15	DEPOSIT	138,246.45
6/15	DEPOSIT	142,207.27
6/16	DEPOSIT	142,975.96
6/21	DEPOSIT	144,193.32
6/21	DEPOSIT	146,393.16
6/22	DEPOSIT	146,663.01



TOWN OF CHESAPEAKE
 GARBAGE AND SEWAGE BILL
 12404 MACCORKLE AVENUE
 CHESAPEAKE WV 25315

For questions about your Statement or Account,
 please contact your local branch at: (304) 949-5595

Summary of Accounts
 Account Number XXXXXX2953
 Type of Account BEST FREE BUSINESS
 Current Balance 168,097.94
 Images

Account Title: TOWN OF CHESAPEAKE
 GARBAGE AND SEWAGE BILL

BEST FREE BUSINESS
 Account Number
 Previous Balance 124,364.17
 33 Deposits/Credits 43,733.77
 Checks/Debits .00
 Service Charge .00
 Interest Paid .00
 Current Balance 168,097.94

Activity in Date Order
 Check# Amount

Date	Description	Amount
9/01	DEPOSIT	51.17
9/01	DEPOSIT	416.92
9/01	DEPOSIT	5,812.73
9/06	DEPOSIT	560.76
9/06	DEPOSIT	1,374.18
9/07	DEPOSIT	382.83
9/07	DEPOSIT	1,706.78
9/07	DEPOSIT	6,407.97
9/08	DEPOSIT	191.85
9/08	DEPOSIT	846.67
9/11	DEPOSIT	1,062.65
9/11	DEPOSIT	2,002.80
9/14	DEPOSIT	421.47
9/14	DEPOSIT	767.93
9/14	DEPOSIT	1,020.42
9/14	DEPOSIT	1,555.23
9/14	DEPOSIT	7,062.39
9/15	DEPOSIT	1,001.68
9/18	DEPOSIT	401.26
9/18	DEPOSIT	1,387.67
9/19	DEPOSIT	1,064.84
9/21	DEPOSIT	100.00
9/21	DEPOSIT	124.24
9/21	DEPOSIT	144.42
9/21	DEPOSIT	1,140.05
9/21	DEPOSIT	160,233.03
9/21	DEPOSIT	160,088.61
9/21	DEPOSIT	159,964.37
9/21	DEPOSIT	159,864.37
9/21	DEPOSIT	158,799.53
9/21	DEPOSIT	157,411.86
9/21	DEPOSIT	157,010.60
9/21	DEPOSIT	156,008.92
9/21	DEPOSIT	148,946.53
9/21	DEPOSIT	147,391.30
9/21	DEPOSIT	146,370.88
9/21	DEPOSIT	145,602.95
9/21	DEPOSIT	145,181.48
9/21	DEPOSIT	143,178.68
9/21	DEPOSIT	142,116.03
9/21	DEPOSIT	141,269.36
9/21	DEPOSIT	141,077.51
9/21	DEPOSIT	134,669.54
9/21	DEPOSIT	132,962.76
9/21	DEPOSIT	132,579.93
9/21	DEPOSIT	131,205.75
9/21	DEPOSIT	130,644.99
9/21	DEPOSIT	124,832.26
9/21	DEPOSIT	124,415.34
9/21	DEPOSIT	161,373.08

TOWN OF CHESAPEAKE
 GARBAGE AND SEWAGE BILL
 12404 MACCORKLE AVENUE
 CHESAPEAKE WV 25315

BEST FREE BUSINESS XXXXXXXX2953 (continued)

Date	Description	Check#	Amount
9/22	DEPOSIT	305.07	161,678.15
9/25	DEPOSIT	293.69	161,971.84
9/25	DEPOSIT	5,162.46	167,134.30
9/26	DEPOSIT	165.00	167,299.30
9/27	DEPOSIT	255.69	167,554.99
9/28	DEPOSIT	126.65	167,681.64
9/28	DEPOSIT	165.72	167,847.36
9/29	DEPOSIT	250.58	168,097.94
Balance			161,678.15

Activity in Date Order

Date	Amount	Date	Amount
9/01	51.17	9/01	416.92
9/06	560.76	9/06	1,374.18
9/07	1,706.78	9/07	6,407.97
9/08	846.67	9/11	1,062.65
9/14	421.47	9/14	767.93
9/14	1,555.23	9/15	7,062.39
9/18	401.26	9/19	1,387.67
9/21	100.00	9/21	124.24
9/21	1,140.05	9/22	305.07
9/25	5,162.46	9/27	165.00
9/28	126.65	9/28	165.72
Summary of Deposits			
9/01	5,812.73	9/01	5,812.73
9/06	382.83	9/07	382.83
9/07	191.85	9/08	191.85
9/08	2,002.80	9/11	2,002.80
9/14	1,020.42	9/14	1,020.42
9/14	1,001.68	9/15	1,001.68
9/18	1,064.84	9/19	1,064.84
9/21	144.42	9/21	144.42
9/21	293.69	9/25	293.69
9/25	255.69	9/27	255.69
9/28	250.58	9/28	250.58

End of Statement