Town of Chesapeake, WV
Town Hall Meeting Agenda
Monday, August 26, 2024
6:00 PM
Dr. Lisa E. Curry Memorial Building Annex

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Previous Meeting Minutes

Minutes from July 22, 2024 Town Hall Meeting
Action: Approve or Amend
5. Public Comment Period

Open for 15 minutes
Please limit remarks to 3 minutes per person
6. Reports

6.1 Mayor's Report
Overview of recent activities and upcoming initiatives
6.2 Financial Report
6.3 Department Reports
6.3.1 Police Department
6.3.2 Fire Department
6.3.3 Public Works

7. Old Business

8. New Business
8.1 Human Resources Presentation

9. Council Member Comments

10. Adjournment

Next Meeting: Monday, September 23, 2024, at 6:00 PM

Ammended - 08.26.24

Town of Chesapeake, WV
Town Hall Meeting Agenda
Monday, August 26, 2024
6:00 PM
Dr. Lisa E. Curry Memorial Building Annex

1. Call to Order

2. Prayer & Pledge of Allegiance

3. Roll Call

4. Approval of Previous Meeting Minutes

Minutes from July 22, 2024 Town Hall Meeting
Action: Approve or Amend

Financial Reports - July 2024

5. Public Comment Period

Open for 15 minutes
Please limit remarks to 3 minutes per person

6. Reports

6.1 Mayor's Report
Overview of recent activities and upcoming initiatives
6.2 Financial Report
6.3 Department Reports
6.3.1 Police Department
6.3.2 Fire Department
6.3.3 Public Works

7. Old Business

8. New Business
8.1 Human Resources Presentation
8.2 Planning Commission
- Appointment - Ralph Holbrook

9. Council Member Comments & September Agenda

10. Adjournment

Next Meeting: Monday, September 23, 2024, at 6:00 PM

Town Of Chesapeake
Income by Customer Summary
July 2024

	Jul 24
A Plus	15.00
American Water (Customer)	6,288.82
Appalachian Power (Customer)	2,008.76
Best Buy Health DBA Greatcalls	0.70
Chesapeake Healthcare Center	1,322.95
Comm-Core LLC	0.50
Courtny Watts	15.00
CSC Wireless LLC	0.81
Dollar General Corp	1,608.98
Frontier	35.65
Hunt Delores A	35.00
lisa	30.00
IV G Holdings	9.25
James Mcbride	35.00
Kanawha Public Service	13,382.79
Metro PCS	0.05
Mountaineer Gas	3,407.32
Sheriff Kanawha County	1,552.30
T-Mobile Northeast LLC	11.55
WV Treasury	23,064.20
TOTAL	**52,824.63**

Town Of Chesapeake
Balance Sheet
As of July 31, 2024

	Jul 31, 24
ASSETS	
Current Assets	
Checking/Savings	
American Rescue Act	145,574.30
Bonding Commitment	11,034.37
Change Drawer	157.05
Chesapeake Disposal Account	1,500.00
Chesapeake Fire Fee Account	13,826.57
GF City National Bank 3019	115,062.85
Opiod Fund Account	12,246.16
Petty Cash	100.00
Police Fund	42,940.40
Total Checking/Savings	342,441.70
Accounts Receivable	
Accounts Receivable	2,395.93
Total Accounts Receivable	2,395.93
Total Current Assets	344,837.63
TOTAL ASSETS	**344,837.63**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	37,672.53
Total Accounts Payable	37,672.53
Other Current Liabilities	
Bond from WV	11,034.37
Direct Deposit Liabilities	90.43
Payroll Liabilities	10,085.97
Poca Valley Bank Loan Account	-15,742.64
Sewer Collection Account	-37,708.53
Total Other Current Liabilities	-32,240.40
Total Current Liabilities	5,432.13
Total Liabilities	5,432.13

Town Of Chesapeake
Balance Sheet
As of July 31, 2024

	Jul 31, 24
Equity	
Opening Balance Equity	77,871.93
Retained Earnings	359,236.38
Net Income	-97,702.81
Total Equity	339,405.50
TOTAL LIABILITIES & EQUITY	**344,837.63**

Town Of Chesapeake
Profit & Loss
July 2024

		Jul 24
Ordinary Income/Expense		
Income		
REVENUES		
301 Property Taxes KC Sheriff		1,552.30
304 Excise Tax on Utilities		4,139.55
305 Business & Occupation Tax		11,290.92
306 Wine & Liquor Priv TAX WLP		32.94
320 Fines, Citation & Court fee		20.00
325 License		70.00
326 Building Permit Fees		35.00
330 IRP Fees (Interst Reg Plan)		34,455.45
330 IRP Fees (Public Utilities		24.39
341 Municipal Service Fees		8,415.61
351 Police Protection Fees		2,224.68
352 Fire Protection Fees		2,007.37
377 Greenbrier Table LOTTGRNBRI		15.56
396 Table Game Lott LOTTBLGAME		816.58
397 Video Lottery (LVL)		449.14
400 Recyle		102.50
401 Trash Pickup		275.00
Interest Income		49.30
Total REVENUES		65,976.29
Uncategorized Income		0.00
Total Income		65,976.29
Gross Profit		65,976.29
Expense		
City Maintenance		421.20
GENERAL GOVERNMENT EXPENDITURES		
409 Mayor's Office		
Mayor Stipend	750.00	
Payroll Taxes Mayor	57.38	
Total 409 Mayor's Office		807.38
410 City Council		
City Council Payroll Taxes	42.27	
City Council Stipend	525.00	
Total 410 City Council		567.27

Town Of Chesapeake
Profit & Loss
July 2024

		Jul 24
411 Recorder's Office		
Payroll Taxes		143.57
Recorder Stipend		1,472.45
Total 411 Recorder's Office		1,616.02
440 City Hall		
Audit Fees		16,650.00
Bank charges		111.85
Contract Services		
Contract service Fire Extinguis	303.00	
Contract Service Messaging	48.45	
Payroll Processing Fees	175.38	
Telephone	48.10	
Contract Services - Other	2,466.00	
Total Contract Services		3,040.93
Fuel		599.28
Insurance - Liability, D and O		11,462.00
Meals		55.79
Membership Fees		676.08
Office supplies		1,390.37
Payroll Expenses -City Staff		5,427.34
Payroll Taxes- City Staff		415.20
Pest Control		63.60
Printing Expenses		174.61
Training & Education		648.00
Utilities		
Electricity		
Annex Bldg	312.73	
Town Hall	895.16	
Total Electricity		1,207.89
Gas		
Gas Town Hall	62.78	
Total Gas		62.78

Town Of Chesapeake
Profit & Loss
July 2024

	Jul 24
Water	
Annex Bldg	50.73
Fire Hydrants	153.30
Town Hall	49.82
Total Water	253.85
Total Utilities	1,524.52
Total 440 City Hall	42,239.57
Interest Paid	162.81
Late Fees	18.43
Legal & Professional Services	
CPA Services	3,550.00
Investigation Fees	3,000.00
Total Legal & Professional Services	6,550.00
Safety Supplies	139.09
Workers Comp Premium	2,269.50
Total GENERAL GOVERNMENT EXPENDITURES	54,370.07
HEALTH & SANITATION	
800 Garbage Dept	
Payroll Expenses City Services	15,269.70
Payroll Taxes City Services	1,306.73
Refuse Fees	
Bulk	1,938.83
Total Refuse Fees	1,938.83
Total 800 Garbage Dept	18,515.26
Equipment Rental	1,058.25
Total HEALTH & SANITATION	19,573.51
PUBLIC SAFETY EXPENSE	
700 POLICE DEPT	
Police Auto	895.62
Police Equipment	6,036.00
Police Payroll Tax	0.00
Police salaries	0.00

Town Of Chesapeake
Profit & Loss
July 2024

	Jul 24
Police Uniforms	475.00
Telephone	938.13
Total 700 POLICE DEPT	8,344.75
Total PUBLIC SAFETY EXPENSE	8,344.75
STREET & TRANSPORTATION	
751 Street Lights	2,084.91
752 School Flashers	16.49
Total STREET & TRANSPORTATION	2,101.40
Total Expense	84,810.93
Net Ordinary Income	-18,834.64
Net Income	**-18,834.64**

12404 MacCorkle Avenue
Chesapeake, WV 25315
Phone: 304-949-1496
Email: townhall@chesapeakewv.gov
Website: https://chesapeake.wv.gov

Transparency
Respect
Winning

RESOLUTION

At a regular session of the county commission, held (Month, day, and year) July 22, 2024, the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Kanawha. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission 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 budget revision number 0001, for Fiscal Year 2024-2025 a copy of which is entered as part of this record.

12404 MacCorkle Avenue
Chesapeake, WV 25315
Phone: 304-949-1496
Email: townhall@chesapeakewv.gov
Website: https://chesapeake.wv.gov

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

Role	Printed Name	Yes / No	Signature
Recorder	Debbie Hill		
Council-at-Large	David Lloyd		
Council – Ward 1	Dona Lacy		
Council – Ward 1	Ron Petty		
Council – Ward 2	Wesley Dillard		
Council – Ward 2	Gary Davis		
Council – Ward 3	Katie Miller		
Council – Ward 3	William Smith		
Mayor	Melissa Hill		

WHEREUPON, Town of Chesapeake (WV), 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 Recorder is authorized to fix her signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.