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

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AGENDA – Town of Chesapeake Town Hall / Council Meeting
Date: January 27, 2025
Time: 6:00 PM
Location: Dr. Lisa E. Curry Memorial Building Annex

1. **Call to Order**
   - Mayor Melissa Hill presiding.
2. **Prayer & Pledge of Allegiance**
3. **Roll Call**
   - David Lloyd, Council-at-Large
   - Dona Lacy, Ward 1
   - Ron Petty, Ward 1
   - Gary Davis, Ward 2 (Resigned)
   - Wesley Dillard, Ward 2
   - Katie Miller, Ward 3
   - William Smith, Ward 3
   - Robin Tayor, Recorder
   - Melissa Hill, Mayor / Chair
4. **Approval of Minutes**
   - Decision: Review and approval of minutes from the previous meeting held on December 16, 2024.
5. **Approval Financial Statements**
   - Decision: November & December 2024
6. **Partner Business**
   - Decision: Recommendation – Burgess & Niple – 5G Engineering Firm – Sewer Rehabilitation Agreement
     - Operations Management – City of Chesapeake Sanitary & Board
     - Fiscal Management – ARPA – Town of Chesapeake (WV)
7. **Records Management**
   - Administrative – ADM – Correspondence, Minutes, Policies & Procedures
     - Settlement – Opioid – Pfizer - $5K
   - Financial – FIN – Invoices, Receipts, Statements, & Audit Reports
     - SCANS – C: Drive
   - Legal – LEG – Contracts, Agreements, Litigation
     - Budget & Levy - FY 2025 – WV Auditor's Office
     - Contract – Axon – Body Cameras & Taser 10's
     - Agreement – Stryker - Radar Gun
     - Agreement – Kanawha County Sherrif's Department – WEAPON
   - Historical – HIS – Reports, Studies, Photographs, Videos
     - Budgets & Levy
     - Audits

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- Operational – OPS – Maintenance Logs and Work Orders
  - GovPilot – Code Enforcement – FY 2024 – Present
  - GovPilot – Work Orders – FY2025 – Forward
  - OmniSite – Lift Station Status – FY 2022 – Present
  - Flexim – Sewer Flow – FY2022 – Present
  - AT&T FirstNet – Fleet Management & Dispatch PD & PW
  - AT&T FirstNet Central & Push-to-Talk – PD & PW
  - Metro 911 - WEAPON – CAD – Metro – PD
  - Axon – Body Cameras & Radios
  - QuickBooks Enterprise
  - ADP – Payroll & Timekeeping
  - Security Camera System (2) – Town Hall & Plant
  - Microsoft 365 – Administration, Communication, Collaboration, & Portfolio Management
  - Comm-Core – Telecommunications – Phone System – Voice over IP (VOIP)
  - ArcGIS – GIS – Infrastructure Map
  - WV DEP - Electronic Reporting
  - SAM - Federal Business Registration & Grants.gov - Funding
  - WV OASIS – State of WV Business Registration & Funding

8. **Reports of Officers and Committees**
   - **Police Department**
     - Acknowledgement Resignation – Police Chief – James R. Quesenberry, II
       - Effective January 5, 2025
     - Acknowledgement – Hired – Douglas J. McMillian – Municipal Engagement Clerk
       - WV State Police Academy – In Progress – Honoring Agreement – May 2025
     - Acknowledgement – In Progress – New Recruit
   - **Fire Department**
     - Request for AP Payment – Rusty Nuts Fix It Shop, LLC – $25,361.23 – Paid
     - Request – Commercial – Demolition – Referred to RIC Demolition Potential Funding
   - **Public Works Department**
     - Street Department
       - Sidewalks, Streets, Stormwater repair
     - Facilities Management
       - Town & Sanitary Properties
       - All properties owned by Town of Chesapeake (WV)
     - Waste Management
       - Residential & Commercial – Solid Waste (Daily Waste)
       - Residential – Sewer (Consumption) & Commercial (Excessive Flow)
   - Citizens' Concerns
9. **Old / Ongoing Business**
   - Discussion: Charleston WV landfill closure and increased fees – Fall 2025
   - Discussion: Alternative Dumpster / Disposal
   - Decision: Approve Budget amendments for FY 2024-2025 to include
     - FY 2025 WV DLAP - $260,000 – Expense – Reimbursement – Residential Demolition
     - FY 2025 Opioid Settlement – Quarterly - $4,157.86 – Distribution Check Received / Deposited
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     - FY 2025 Public Safety grant – Law Enforcement - $20,000 – Agreement
   - Decision: Dog & Animal Ordinance – Reinstatement
   - Decision: Town of Marmet 1989 Agreement
   - Discussion: RFQ – Stormwater – Work in Progress – Presentations 1/31/2025 at 6 & 7 PM
   - Discussion: WV DLAP – Kickoff Meeting – Residential Only
   - Decision: Appointed Positions Review – 2 years

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10. **New Business**
    - Discussion: SAFE Assessment – Physical & Cybersecurity
    - Decision: Property Acquisition – Access, Community & Economic Development
    - Decision: February 6, 2025, 6:00 PM – HR Training – Makeup – Council & Board Members
    - Understand: All issues, concerns, Violations, and Petitions against the Chesapeake Town of DBA Town of Chesapeake, City of Chesapeake Sanitary Board must be filed with the Town of Chesapeake (WV) Recorder
11. **Executive Session** *(if needed)*
    - Legal, personnel, or property matters in accordance with WV Open Meetings Act
12. **Announcements**
    - Next Regular Town Council Meeting: Monday, February 24, 2025, at 6 PM.
    - Reminder of public input deadlines for the February meeting agenda. Friday, February 14, 2025
13. **Adjournment**

Town Of Chesapeake
Profit & Loss
November 2024

	Nov 24	
Ordinary Income/Expense		
Income		
REVENUES		
301 Property Taxes KC Sheriff	6,222.91	
304 Excise Tax on Utilities	2,989.51	
305 Business & Occupation Tax	2,292.04	
325 License	70.00	
326 Building Permit Fees	55.00	
330 IRP Fees (Interst Reg Plan)	10,565.68	
341 Municipal Service Fees	7,330.20	
377 Greenbrier Table LOTTGRNBRI	14.91	
396 Table Game Lott LOTTBLGAME	779.05	
397 Video Lottery (LVL)	464.66	
400 Recyle	316.50	
401 Trash Pickup	50.00	
Interest Income	47.78	
Total REVENUES		31,198.24
Total Income		31,198.24
Gross Profit		31,198.24
Expense		
951SOCIAL SERVICES EXPENDITURES		
Thanksgiving Lunch	1,000.00	
951SOCIAL SERVICES EXPENDITURES - Other	1,572.88	
Total 951SOCIAL SERVICES EXPENDITURES		2,572.88
City Maintenance		3,500.00
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	61.77	
City Council Stipend	725.00	
Total 410 City Council		786.77
411 Recorder's Office		
Payroll Taxes	93.74	
Recorder Stipend	961.60	
Total 411 Recorder's Office		1,055.34

Town Of Chesapeake
Profit & Loss
November 2024

		Nov 24
440 City Hall		
Auto		144.83
Bank charges		17.90
Bldg Maint		641.48
Contract Services		
Contract Service Messaging	61.20	
Contract Service Printing	86.85	
IT support	1,035.00	
Payroll Processing Fees	233.16	
Telephone	246.66	
Total Contract Services		1,662.87
Fuel		1,390.63
Meals		-20.00
Office Expenses		718.23
Office supplies		99.50
Payroll Expenses -City Staff		0.00
Payroll Taxes- City Staff		0.00
Pest Control		2,094.00
Postage		8.68
Printing Expenses		165.24
Training & Education		480.00
Utilities		
Electricity		
Annex Bldg	460.95	
Town Hall	440.93	
Total Electricity	901.88	
Gas		
Gas Town Hall	189.37	
Total Gas	189.37	
Water		
Annex Bldg	46.37	
Fire Hydrants	162.60	
Town Hall	45.46	
Total Water	254.43	
Total Utilities		1,345.68
Total 440 City Hall		8,749.04
Interest Paid		178.66

Town Of Chesapeake
Profit & Loss
November 2024

		Nov 24
Legal & Professional Services		
CPA Services	1,000.00	
Total Legal & Professional Services		1,000.00
Workers Comp Premium		462.50
Total GENERAL GOVERNMENT EXPENDITURES		13,039.69
HEALTH & SANITATION		
800 Garbage Dept		
Contract Services (Billing PSD)	3,125.63	
Payroll Expenses City Services	22,082.74	
Payroll Taxes City Services	1,777.86	
Refuse Fees		
Residential	1,849.20	
Total Refuse Fees	1,849.20	
Total 800 Garbage Dept		28,835.43
Contract Services		
40 YD Container Service Charges	601.10	
Total Contract Services		601.10
Total HEALTH & SANITATION		29,436.53
PUBLIC SAFETY EXPENSE		
700 POLICE DEPT		
Police Payroll Tax	436.65	
Police salaries	5,504.70	
Police Training	750.00	
Police Uniforms	2,058.58	
Telephone	857.56	
Total 700 POLICE DEPT	9,607.49	
Total PUBLIC SAFETY EXPENSE		9,607.49
STREET & TRANSPORTATION		
751 Street Lights	2,145.42	
752 Electricity School Flashers	16.49	
Total STREET & TRANSPORTATION		2,161.91
Total Expense		60,318.50
Net Ordinary Income		-29,120.26
Net Income		**-29,120.26**

Town Of Chesapeake
Income by Customer Summary
November 2024

	Nov 24
American Water (Customer)	848.12
Best Buy Health DBA Greatcalls	0.70
Chesapeake Healthcare Center	2,271.66
Comm-Core LLC	0.50
Dollar General Corp	1,550.47
Kanawha Public Service	7,919.92
Kanawha Valley Maintenance	20.38
River Point LLC	163.50
Sheriff Kanawha County	6,222.91
WV Treasury	11,824.30
TOTAL	**30,822.46**

Town Of Chesapeake
Balance Sheet
As of December 31, 2024

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
American Rescue Act	145,817.89
Bonding Commitment	11,034.37
Change Drawer	157.05
Chesapeake Disposal Account	1,488.00
Chesapeake Fire Fee Account	13,826.57
Garbage & Sewer	1,131.39
GF City National Bank 3019	88,193.53
Opiod Fund Account	12,246.16
Petty Cash	100.00
Police Fund	47,516.98
Total Checking/Savings	321,511.94
Accounts Receivable	
Accounts Receivable	1,248.58
Total Accounts Receivable	1,248.58
Total Current Assets	322,760.52
TOTAL ASSETS	**322,760.52**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	70,690.27
Total Accounts Payable	70,690.27
Other Current Liabilities	
Bond from WV	11,034.37
Direct Deposit Liabilities	585.28
Payroll Liabilities	10,103.25
Poca Valley Bank Loan Account	-23,126.92
Sewer Collection Account	-36,232.23
Total Other Current Liabilities	-37,636.25
Total Current Liabilities	33,054.02
Total Liabilities	33,054.02

Town Of Chesapeake
Balance Sheet
As of December 31, 2024

	Dec 31, 24
Equity	
Opening Balance Equity	77,871.93
Retained Earnings	359,236.38
Net Income	-147,401.81
Total Equity	289,706.50
TOTAL LIABILITIES & EQUITY	**322,760.52**

Town Of Chesapeake
Profit & Loss
December 2024

	Dec 24
Ordinary Income/Expense	
Income	
REVENUES	
301 Property Taxes KC Sheriff	5,536.10
304 Excise Tax on Utilities	3,182.68
305 Business & Occupation Tax	1,191.44
341 Municipal Service Fees	7,483.86
377 Greenbrier Table LOTTGRNBRI	17.31
396 Table Game Lott LOTTBLGAME	913.59
397 Video Lottery (LVL)	456.39
399 Misc Revenues	200.00
401 Trash Pickup	95.00
Interest Income	49.39
Total REVENUES	19,125.76
Uncategorized Income	0.00
Total Income	19,125.76
Gross Profit	19,125.76
Expense	
951SOCIAL SERVICES EXPENDITURES	
Christmas Meals	900.00
Thanksgiving Lunch	647.52
Total 951SOCIAL SERVICES EXPENDITURES	1,547.52
City Maintenance	14,737.92
CULTURE & REC EXPENDITURES	
908 Playgrounds	149.50
Total CULTURE & REC EXPENDITURES	149.50
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	91.02
City Council Stipend	1,025.00
Total 410 City Council	1,116.02

Town Of Chesapeake
Profit & Loss
December 2024

		Dec 24
411 Recorder's Office		
Payroll Taxes		0.00
Recorder Stipend		0.00
Total 411 Recorder's Office		0.00
440 City Hall		
Bank charges		30.75
Bldg Maint		5,360.00
Contract Services		
IT support	2,080.00	
Payroll Processing Fees	197.68	
Telephone	407.42	
Total Contract Services		2,685.10
Insurance - Liability, D and O		9,192.50
Meals		90.00
Office supplies		1,273.44
Payroll Expenses -City Staff		961.60
Payroll Taxes- City Staff		93.74
Pest Control		125.00
Postage		30.83
Quickbooks software		2,037.32
Utilities		
Electricity		
Annex Bldg	441.34	
Town Hall	541.54	
Total Electricity	982.88	
Water		
Fire Hydrants	153.30	
Total Water	153.30	
Total Utilities		1,136.18
Total 440 City Hall		23,016.46
Safety Supplies		21.48
Workers Comp Premium		462.50
Total GENERAL GOVERNMENT EXPENDITURES		25,423.84

Town Of Chesapeake
Profit & Loss
December 2024

	Dec 24	
HEALTH & SANITATION		
800 Garbage Dept		
Payroll Expenses City Services	15,924.30	
Payroll Taxes City Services	1,233.09	
Total 800 Garbage Dept		17,157.39
Total HEALTH & SANITATION		17,157.39
PUBLIC SAFETY EXPENSE		
700 POLICE DEPT		
Police Payroll Tax	239.75	
Police salaries	3,076.94	
Police Uniforms	132.00	
Total 700 POLICE DEPT		3,448.69
Total PUBLIC SAFETY EXPENSE		3,448.69
STREET & TRANSPORTATION		
751 Street Lights	2,160.38	
752 Electricity School Flashers	16.49	
Total STREET & TRANSPORTATION		2,176.87
Total Expense		64,641.73
Net Ordinary Income		-45,515.97
Net Income		**-45,515.97**

Town Of Chesapeake
Income by Customer Summary
December 2024

	Dec 24
Adkins James	25.00
American Water (Customer)	953.11
Appalachian Power (Customer)	1,592.07
Bench Shelia	20.00
C&C Wireless	0.80
Compliance Solution	1.20
CSC Wireless LLC	0.77
Daycare	44.01
Frontier	67.58
Kanawha Public Service	8,142.77
Kirk lawncare	182.38
Liberty Mobile	0.11
MBYT Pennsylvania Metro	0.10
Mountaineer Gas	848.04
Sheriff Kanawha County	5,736.10
T-Mobile Northeast LLC	23.60
WV Treasury	1,388.73
TOTAL	**19,026.37**

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Location: Dr. Lisa E. Curry Memorial Building Annex

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   - Mayor Melissa Hill presiding.
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411 Recorder's Office		
Payroll Taxes	93.74	
Recorder Stipend	961.60	
Total 411 Recorder's Office		1,055.34

Town of Chesapeake

Town Council Meeting Minutes

Monday, December 16, 2024 (Reschedule due to Holiday)

6:00 pm

Dr. Lisa E. Curry Memorial Annex

Call to Order at 6:00 pm – Mayor Melissa Hill

Prayer & Pledge of Allegiance

Roll call of Officers:

Mayor – Melissa Hill – Present	Recorder – Robin Taylor – Present
Council-at-Large – David Lloyd – Present	
Ward 1 – Dona Lacy - Present	Ward 1 – Ron Petty – Present
Ward 2 – Gary Davis - Absent	Ward 2 – Wes Dillard – Present
Ward 3 – Craig Smith - Absent	Ward 3 – Katie Miller - Present

Approval of Agenda:

- David Lloyd, Dona Lacy to approve to include amendments. All approved, motion carried

Partner introduction: Burgess and Niple: Sewer Rehabilitation Engineer & Team

- Isaac Fediga, Mike Davis - Engineers moving forward to address concerns of sewer system. Some previous projects include Charleston Sanitary Board. Also have additional experience in Webster, Greenbrier and Kanawha County. We will have their contact information moving forward for questions. Isaac plans to attend most meetings, Council and/or Sanitary. Today is his first official day at Burgess and Niple.
    - Q: David Lloyd - When do we plan to break ground?
        - A: Isaac - As far as breaking ground, we go through planning then construction. It is going to take a month or two to get a grasp on the direction we need to be headed. The first deliverable is a preliminary engineering report with price and schedules.
        - Mayor - There were also exclusions in SSES, so Burgess & Niple will need to assist in closing those gaps and see the direction we need to

Fiscal Management

- Old W-2's that were never submitted to the IRS have been packaged and will be mailed certified tomorrow with a cover letter on them. Andrew has also located the 2014 and 2015 W-2s.
- 1989 Agreement between Town of Marmet and Town of Chesapeake
    - Legal Counsel Beth Minear: I have watched some of the council meetings in Marmet regarding a new round of bonds and the raising of tariff rates for the first time since 2008. The council has faced backlash from constituents about the rate hike. The tariff increase is tied to an agreement involving Chesapeake, and they discussed the implications of this for the bond issuance. Additionally, there's been some tension with their attorney, Scott McClure, who has been involved in discussions regarding an amendment to the 1989 agreement. There was frustration over a lack of response to requests made earlier and dissatisfaction with a letter sent after a missed deadline. The letter, which was sent late and unsigned by McClure, seemed to mischaracterize their intentions, particularly regarding the negotiation process. The town is now aiming for high-level negotiations and fiscal management moving forward.
- Trash update: The Town is currently paying $40 a ton right now and the increase will take us up to $95.83 per ton. Waste management is taking over. Our citizens currently pay $14.00 a month for residential waste.
    - Lloyd – Last time the trash went up in Charleston, people threw trash everywhere. It is probably going to happen again.
    - Mayor Hill - we've already started to research public works. Rocky and the team have already gotten their runs down to about one truck and on the first day on Wednesdays the truck and a half and then Thursday. We need to do some additional research and a cost analysis.
    - Wes Dillard made a motion for the Mayor and Public Works to do additional research and a cost analysis. David Lloyd seconded the motion. All agreed, motion carried.

New Business

- Preston County Senior Services
    - Offers a program to re-train seniors (50 and over).
    - The Town would be responsible for paying $1,500 for each part-time employee and the PCSS through the federal government will pay their salaries for 20 hours per week.

- The Town Ordinance was placed in the packet for Council to review and recognize that most of the items within the ordinance had been voided.
- Council needs to review the ordinance for possible update.
  - Wesley Dillard made a motion to review and possibly update the Animal Control Ordinance. Katie Miller seconded the motion. All approved, motion carried.

- Storm Water System Program Update
  - The integrated team consisting of members of Mayor Hill, Robin Taylor, Craig Smith, Ralph Holbrook, Jason Bowen, and Brian Bowen, along with Counsel Beth Minear met to review the RFQs.
  - Three companies submitted proposals: New River Engineering, Potesta, and Thrasher Engineering.
  - After scoring, Potesta and Thrasher will be invited to present to the integrated team to answer questions regarding their proposals.

Public Comments

- Tresa Howell: Resident of Winifrede. Over the last year and a half I have had residents reach out to me about issues in this town. I direct them to their elected officials. I have provided state code on how to remove people from office. I tell them to reach out to the County Commission, their Senators or Delegates. I want everyone to know I am always here.
- Dona Lacy – We have to replace our Christmas decorations.
  - Catalogs are in the office. Review the catalogs and budget monies for the next year.
- Ms. Miller – Do we have to use the catalogs or can we look other places?
  - We don't. We can do some research.
- Lloyd – Garbage on 126th Street
- Dillard – Who owns trailers?
  - Newman, lives on Kanawha Boulevard

Everyone in this town has access to voice their concerns through GovPilot. Council members can report a concern on behalf of constituent. Safe place to report a concern.

Demonstrated GovPilot

Demonstrated Bulk Pickup Request

- Gigi Bramble – You asked us to call 911 or non-emergency. Should we also log these things in GovPilot?

go there. Any properties that had issues during smoke testing has been documented and flagged so we know how to move forward. Also talked to USDA Rural for help for seniors who may need assistance with sewer issues.

- Minear – Reviewed the contract and need Burgess & Niple to contact her office to add some verbiage to the contract. Need to see the insurance requirements of the town and need to see their insurance.

Meeting Minutes:

- Katie Miller made a motion to accept, Wesley Dillard seconded. All approved, motion carried.

Financials will be presented for both months at next meeting.

Old Business

Celebrations:

- DLAP Grant awarded at $260,000.00.
- Police Department: Lieutenant and Detective Roger Queen was sworn in. Roger is a deputy currently for Raleigh County
- We welcome Jessica Holbrook as a municipal engagement coordinator.
- Letters to Santa: We received 24 letters. Jessica and Ralph Holbrook will be playing Mr. and Mrs. Claus. Council is encouraged to please join Sunday from 2:00 to 4:00 and get the opportunity to meet families and their children. We opened this up to Chesapeake and Winifrede.
- Our make-up HR training is January the 6th 6:00 PM here at the annex. HR Consultant Ms. Ashley Burton will be joining us.
- Update on usage of Dr. Lisa E. Curry Memorial Annex building:
    - Mayor was approached by two ladies who inquired about walking as exercise inside the building. Mayor Hill would like to pilot Silver Sneakers for seniors two times per week.
        - Wes Dillard made a motion to approve Silver Sneakers as a pilot program on Tuesdays and Thursdays from 1:00 pm – 2:00 pm. David Lloyd seconded the motion. All approved, motion carried.
- We will be feeding the seniors Christmas lunch and New Years lunch again this year.

- Job duties would include records management and event management.
- Mayor Hill would like to approve two positions for $3,000 total
- Wesley Dillard made a motion to approve proceedings with two senior positions for $1,500 each. Ron Petty seconded the motion. All approved, motion carried.

- Thriving Communities Grant Application
  - We can use this money for planning and one of the other things we can use it for being property acquisition. We may need accessibility to some of the sewer system areas and planning throughout the town and beautification.
  - Mayor would like for council to approve submitting for a grant up to $250,000.
  - Has to be submitted by December 30th.
  - Katie Miller made motion to approve us to submit planning grant for thriving communities. Wesley Dillard seconded the motion. All approved, motion carried.
- Greater Kanawha Valley Foundation
  - The Mayor met with Todd Dorcus, Program Officer with Greater Kanawha Valley Foundation.
  - The Town has been invited to apply for a grant to supplement the Regional Intergovernmental Council grant that we have already secured for a strategic plan for the Town.
  - This strategic plan would replace the thoughts of a comprehensive plan due to the constraints that a comprehensive plan could put on the Town for 10 to fifteen years.
  - David Lloyd made a motion to approve the Town to submit a grant application to the Greater Kanawha Valley Foundation. Wesley Dillard seconded the motion. All approved, motion carried.
- FY24 Audit
  - The WV Auditor's Office has given us a template RFP to send out to prospective CPA firms along with a list of CPAs to submit to.
  - Motion was made by Dona Lacy to proceed with the RFP for FY24 Audit. Katie Miller seconded the motion. Robin Taylor added that each month has been reviewed and batched appropriately and we are ready for this audit. All approved, motion carried.
- RFID for pets (Radio Frequency ID)
  - The Town has ongoing issues with animal control.
  - This would create a way for the Town to be able to scan the ID and notify the owners of their lost pet.

    - Mayor Hill recommends to always follow up with 911 if you do not get results. Until the property owner wants to solve the issues (Dollar General), there is really nothing that the municipality can do.
- Howell – What's the litter law? Do they not pay B&O taxes?
    - There is a WV State Litter number people can call to report litter.
- Robin Taylor asked council to set up their emails.
- Ms. Miller – Is lieutenant full time or part time?
    - Very part-time
- Will he be patrolling?
    - No.

Mayor is setting up Building and Planning Commissions.

Motion to adjourn was made by Dona Lacy. Katie Miller seconded. All approved, motion carried.

Next Meeting:

January 27, 2025, 6:00 pm

Dr. Lisa E. Curry Memorial Annex

Town Of Chesapeake
Balance Sheet
As of December 31, 2024

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
American Rescue Act	145,817.89
Bonding Commitment	11,034.37
Change Drawer	157.05
Chesapeake Disposal Account	1,488.00
Chesapeake Fire Fee Account	13,826.57
Garbage & Sewer	1,131.39
GF City National Bank 3019	88,193.53
Opiod Fund Account	12,246.16
Petty Cash	100.00
Police Fund	47,516.98
Total Checking/Savings	321,511.94
Accounts Receivable	
Accounts Receivable	1,248.58
Total Accounts Receivable	1,248.58
Total Current Assets	322,760.52
TOTAL ASSETS	**322,760.52**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	70,690.27
Total Accounts Payable	70,690.27
Other Current Liabilities	
Bond from WV	11,034.37
Direct Deposit Liabilities	585.28
Payroll Liabilities	10,103.25
Poca Valley Bank Loan Account	-23,126.92
Sewer Collection Account	-36,232.23
Total Other Current Liabilities	-37,636.25
Total Current Liabilities	33,054.02
Total Liabilities	33,054.02

Town Of Chesapeake
Profit & Loss
December 2024

	Dec 24	
Ordinary Income/Expense		
Income		
REVENUES		
301 Property Taxes KC Sheriff	5,536.10	
304 Excise Tax on Utilities	3,182.68	
305 Business & Occupation Tax	1,191.44	
341 Municipal Service Fees	7,483.86	
377 Greenbrier Table LOTTGRNBRI	17.31	
396 Table Game Lott LOTTBLGAME	913.59	
397 Video Lottery (LVL)	456.39	
399 Misc Revenues	200.00	
401 Trash Pickup	95.00	
Interest Income	49.39	
Total REVENUES		19,125.76
Uncategorized Income		0.00
Total Income		19,125.76
Gross Profit		19,125.76
Expense		
951SOCIAL SERVICES EXPENDITURES		
Christmas Meals	900.00	
Thanksgiving Lunch	647.52	
Total 951SOCIAL SERVICES EXPENDITURES		1,547.52
City Maintenance		14,737.92
CULTURE & REC EXPENDITURES		
908 Playgrounds	149.50	
Total CULTURE & REC EXPENDITURES		149.50
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	91.02	
City Council Stipend	1,025.00	
Total 410 City Council		1,116.02

Town Of Chesapeake
Profit & Loss
December 2024

		Dec 24
HEALTH & SANITATION		
800 Garbage Dept		
Payroll Expenses City Services	15,924.30	
Payroll Taxes City Services	1,233.09	
Total 800 Garbage Dept		17,157.39
Total HEALTH & SANITATION		17,157.39
PUBLIC SAFETY EXPENSE		
700 POLICE DEPT		
Police Payroll Tax	239.75	
Police salaries	3,076.94	
Police Uniforms	132.00	
Total 700 POLICE DEPT		3,448.69
Total PUBLIC SAFETY EXPENSE		3,448.69
STREET & TRANSPORTATION		
751 Street Lights	2,160.38	
752 Electricity School Flashers	16.49	
Total STREET & TRANSPORTATION		2,176.87
Total Expense		64,641.73
Net Ordinary Income		-45,515.97
Net Income		**-45,515.97**

Town Of Chesapeake
Income by Customer Summary
December 2024

	Dec 24
Adkins James	25.00
American Water (Customer)	953.11
Appalachian Power (Customer)	1,592.07
Bench Shelia	20.00
C&C Wireless	0.80
Compliance Solution	1.20
CSC Wireless LLC	0.77
Daycare	44.01
Frontier	67.58
Kanawha Public Service	8,142.77
Kirk lawncare	182.38
Liberty Mobile	0.11
MBYT Pennsylvania Metro	0.10
Mountaineer Gas	848.04
Sheriff Kanawha County	5,736.10
T-Mobile Northeast LLC	23.60
WV Treasury	1,388.73
TOTAL	**19,026.37**

Town Of Chesapeake
Balance Sheet
As of December 31, 2024

	Dec 31, 24
Equity	
Opening Balance Equity	77,871.93
Retained Earnings	359,236.38
Net Income	-147,401.81
Total Equity	289,706.50
TOTAL LIABILITIES & EQUITY	**322,760.52**