Monday

22

Sep 2025

Meeting - Town Hall/Council Monthly Meeting

6:00 PM - 8:00 PM

Town of Chesapeake - Meetings | Microsoft Teams Meeting; Dr Lisa E Curry Memorial Building

Agenda

2025/M24-001 | September Town Hall/Council Monthly Meeting

Melissa Hill

Welcome to Monthly Meeting

- For Information

2025/M24-002 | Call to Order

Melissa Hill

Monthly Meeting Call to Order

- For Information

2025/M24-002.1 | Prayer & Pledge of Allegiance

Melissa Hill

Prayer & Pledge of Allegiance

- For Discussion

2025/M24-002.2 | Roll Call- Council - Quorum

Jenna Gillenwater

- David Lloyd - Council-at-Large
- Ron Petty - Council - Ward 1
- Dona Lacy - Council - Ward 1
- Wesley Dillard - Council - Ward 2
- Arianna McLaughlin - Council - Ward 2
- Katie Miller - Council - Ward 3
- Craig Smith - Council - Ward 3
- Jenna Gillenwater - Recorder - Sr. Clerk
- Melissa Hill - Mayor

- For Decision

2025/M24-002.3 | Meeting Officially Called to Order

Melissa Hill

- For Decision

Council reviews and approves the agenda for regularly scheduled, emergency, or special session meetings.

- For Decision

2025/M24-004.2 | Meeting Minutes — Melissa Hill

Regularly Scheduled Meetings & Special Session Minutes

- For Decision

2025/M24-005 | Financial Records & Reports — Melissa Hill

Review of Financial Records & Reports- August 2025

- For Decision

2025/M24-006 | Partner Introductions — Melissa Hill

Partners & Guests

- For Information

2025/M24-007 | Ongoing Business — Melissa Hill

These issues require continued discussion, follow-up, or action.

- For Information

2025/M24-007.1 | 1989 Agreement - Marmet & Town of Chesapeake (WV) — jkelsh@bowlesrice.c...

WV PSC - Hearing held 8/07/2025
Briefs filed, and the reply to brief has been filed.

- For Discussion

2025/M24-007.2 | Rate Increase - Town of Marmet Plant — jkelsh@bowlesrice.c...

- 44% of total cost
- Under Review

- For Information

2025/M24-007.3 | Municode - Ordinance Recodification — Melissa Hill

2025/M24-007.9 | FY 2025-2026 - Budget Revision - Conditional — Melissa Hill

Continue to follow up

- For Information

2025/M24-007.10 | Resolution NO. 20250731-Property Donation — Melissa Hill

Resolution approved by council on July 31st, 2025
Announcing donation address, appraisal has been received.

- For Information

2025/M24-007.11 | Playground Compliance - Abatement — Melissa Hill

Per Playground Guardian evaluation, areas deemed unsafe need removal of equipment.

- For Decision

2025/M24-008 | New Business — Melissa Hill

August New Business

- For Information

2025/M24-008.1 | Rate Review - Increases — Melissa Hill

Legal & Treasurer Review

- Residential Waste - Landfill vs. Container
  - Increase - $40.00 per ton to $98.10
- Sewer Waste Processing - Marmet Plant
  - 41%-44% - September 2025 - retro to July 2025

- For Discussion

2025/M24-008.2 | TWN Litigation Opioid - Express Scripts — Melissa Hill

Signed verification for Web Law.

- For Information

2025/M24-009 | Public Comments — Melissa Hill

Minutes

Meeting - Town Hall/Council Monthly Meeting

Town of Chesapeake - Meetings

Date	8/25/2025
Time	6:00 PM - 8:00 PM
Location	Microsoft Teams Meeting; Dr Lisa E Curry Memorial Building
Present	Melissa Hill, Dona Lacy, Ron Petty, Wes Dillard, Katie Miller, David Lloyd, Arianna McLaughlin, Kathey Miller, Ralph Holbrook, jkelsh@bowlesrice.com, William Bennett, Dr Lisa E Curry Memorial Building, Jenna Gillenwater
Absent	Jason Kinder, natalie.thomas@bowlesrice.com, Nathaniel Hale, Craig Smith
Note Taker	Jenna Gillenwater

Agenda

2025/M22-001 - August Town Hall / Council Monthly Meeting

The meeting commenced with a welcome to the August Town Hall/Council Monthly Meeting. The Mayor, Melissa Hill, greeted everyone and set the tone for the session, emphasizing the importance of community engagement and collaboration. The welcoming remarks underscored the significance of the meeting in addressing community issues and fostering a sense of unity among council members and attendees.

2025/M22-002 - Call to Order

The meeting commenced at 6:00 PM, with the official call to order. The chairperson initiated the session by requesting everyone to stand for a prayer and the Pledge of Allegiance. The prayer sought blessings and guidance for the town of Chesapeake, its law enforcement, military, and government bodies. Following the prayer, the Pledge of Allegiance was recited by all attendees.

2025/M22-002.1 - Prayer & Pledge of Allegiance

The meeting began with a prayer led by a council member, invoking blessings and guidance for the town and its officials. The prayer emphasized the importance of leadership, protection for law enforcement, military personnel, and government bodies at all levels. Following the prayer, the Pledge of Allegiance was recited by the attendees, reaffirming their commitment to the United States of America.

2025/M22-002.2 - Roll Call - Council - Quorum

The roll call was conducted by the chairperson, confirming the presence of the council members. Those present included David Lloyd (Council-at-Large), Ron Petty (Council - Ward 1), Dona Lacy (Council - Ward 1), Wesley Dillard (Council - Ward 2), Arianna McLoughlin (Council - Ward 2), Katie Miller (Council - Ward 3), Kathey Miller (Internal Review), Ralph Holbrook (Planning Commission) and Mayor Melissa Hill. The recorder position was noted as vacant. With the majority of the council members present, a quorum was established, allowing the meeting to proceed officially.

2025/M22-002.3 - Meeting Officially Called to Order

With the confirmation of a quorum, the meeting was officially called to order. The chairperson acknowledged the presence of the council members and officially commenced the session.

2025/M22-003 - Being Truthful at Council Table

Participated: Kathey Miller

Kathey Miller addressed the council on the importance of honesty and integrity in their roles. She reminded everyone of their oath of office, emphasizing that making false statements during municipal meetings could lead to severe legal and ethical consequences. Violations could result in removal from office, misdemeanor or felony charges, and breaches of the West Virginia Ethics Act. The discussion highlighted the need for transparency and truthfulness to maintain public trust and uphold the law.

2025/M22-009 - Ongoing Business

The council addressed several ongoing business items, including the 1989 agreement between Marmet and the Town of Chesapeake, the Municode ordinance recodification, the WV DLAP demolition program, the energy efficiency grant, playground evaluations, IRS debt issues, and the resolution for a safe workplace. The discussion included updates on the Public Service Commission hearing regarding the 1989 agreement, the progress of the Municode recodification, plans for the demolition program, approval of the energy efficiency grant, and the completion of playground evaluations. The council also discussed the IRS debt and the need for a CPA review of missing employee documents. The resolution for a safe workplace was also reviewed.

2025/M22-009.1 - 1989 Agreement - Marmet & Town of Chesapeake (WV)

Participated: jkelsh@bowlesrice.com

The council discussed the ongoing issues with the 1989 agreement between Marmet and the Town of Chesapeake. The Public Service Commission (PSC) hearing held on August 7, 2025, revealed that Marmet had overcharged Chesapeake by approximately $102,000. The council emphasized the need for a new agreement to address the billing and operational issues. The PSC will issue a recommendation by the end of October, and the council will have 15 days to respond. The council expressed the importance of accurate billing and the need to address the overcharges.

Decision: The council decided to await the PSC's recommendation by the end of October and will respond within 15 days.

2025/M22-009.2 - Municode - Ordinance Recodification

Participated: natalie.thomas@bowlesrice.com

The council discussed the ongoing Municode ordinance recodification process. The importance of updating ordinances was emphasized, with specific ordinances, such as those related to animals, being highlighted as having been reenacted. The council is working on ensuring all ordinances are up to date and valid.

2025/M22-009.3 - WV DLAP - Demolition Program

The council discussed the WV DLAP demolition program extensively. The process of identifying and notifying owners of dilapidated structures was emphasized, with 33 structures currently on the list. The council highlighted the importance of following due process, including notifications, assessments, and abatement procedures. The cost of demolition was estimated at $14,000 per structure, and the council is working with grant funds to manage the demolition process. Compliance with grant requirements, including placing liens on properties for four years post-demolition, was also discussed.

2025/M22-009.4 - Approve - Grant - Energy Efficiency - Addendum

The council discussed and approved the energy efficiency grant funds. The grant requires a 50% upfront payment, with reimbursement occurring two weeks after invoice submission to the State of WV. The council approved the payment of $17,000 to Window World, with the grant covering $38,000 in total. The council also considered using any remaining funds for additional energy efficiency improvements in the customer service area.

Decision: The council approved the energy efficiency grant funds, including a 50% upfront payment and reimbursement occurring two weeks after invoice submission to the State of WV.

2025/M22-009.5 - Evaluation - Playgrounds - Complete

The council discussed the completion of the playground evaluation. The assessment identified several safety issues, including equipment that could cause dismemberment and the need for proper surfacing, such as rubber mulch. The council plans to address these issues immediately and will use the assessment to apply for grants and ensure compliance with playground safety standards.

2025/M22-009.6 - IRS Debt - 2014, 2015, 2017, 2019

The council discussed ongoing issues with IRS debt from the years 2014, 2015, 2017, and 2019. The IRS acknowledged receipt of documents for 2014 and 2015, and the W-2s for 2017 have been found and are complete. However, some W-2s for 2019 are still missing and require further review by a CPA. The council is working on resolving these issues with the help of an accountant.

2025/M22-014 - Council Comments

Council members shared their thoughts and updates on various matters. They expressed appreciation for the efforts of law enforcement and other community partners. The discussion also touched on the importance of community collaboration and the need for continued efforts to address local issues. Council members reiterate their commitment to working together to improve the town and support its residents.

2025/M22-015 - Announcements

The Mayor and council members made several announcements, including reminders about upcoming meetings and events. These announcements are important for keeping the community informed and engaged in local governance.

2025/M22-016 - Town of Chesapeake (WV) - Municipal Court - Monday, September 8, 2025 @ 5PM

The council reminded attendees of the upcoming Municipal Court session scheduled for Monday, September 8, 2025, at 5 PM. This reminder is crucial for ensuring that all relevant parties are aware of the court date and can attend as necessary.

2025/M22-017 - Next Meeting - City of Chesapeake (WV) Sanitary Board

The next meeting of the City of Chesapeake (WV) Sanitary Board is scheduled for Monday, September 22, 2025, at 5 PM. This announcement ensures that all council members and relevant parties are informed of the upcoming meeting date.

2025/M22-018 - Next Meeting - Town Hall Meeting

The next Town Hall Meeting is scheduled for Monday, September 22, 2025, at 6 PM. This announcement is important for ensuring that all council members and community members are aware of the next meeting date and can plan to attend.

2025/M22-019 - Adjournment

The meeting was officially adjourned following a motion by David Lloyd and a second by Katie Peller. The motion was carried without opposition, marking the formal conclusion of the meeting. The Mayor thanked everyone for their participation and contributions, emphasizing the importance of continued collaboration and community engagement.

Minutes

Meeting - Town Hall/Council Monthly Meeting

Town of Chesapeake - Meetings

Date	9/22/2025
Time	6:00 PM - 8:00 PM
Location	Microsoft Teams Meeting; Dr Lisa E Curry Memorial Building
Present	Melissa Hill, Dona Lacy, Ron Petty, David Lloyd, jkelsh@bowlesrice.com
Absent	Dr Lisa E Curry Memorial Building, Jason Kinder, natalie.thomas@bowlesrice.com, Nathaniel Hale, William Bennett, Wes Dillard, Katie Miller, Craig Smith, Arianna McLaughlin
Recorder	Jenna Gillenwater

Agenda

2025/M24-001 - September Town Hall/Council Monthly Meeting

The meeting commenced with a welcome to the September Town Hall/Council Monthly Meeting. The Mayor, Melissa Hill, greeted all attendees and set the tone for the discussions to follow.

2025/M24-002 - Call to Order

The meeting was officially called to order at 6:00 PM. Mayor Melissa Hill requested everyone to rise for a moment of silence, followed by the Pledge of Allegiance. The roll call was conducted, confirming the presence of council members David Lloyd, Ron Petty, Dona Lacy, and Recorder Jenna Gillenwater. Wesley Dillard, Arianna McLaughlin, Katie Miller, and Craig Smith were absent. A quorum was established, and the meeting was declared officially in session.

2025/M24-002.1 - Prayer & Pledge of Allegiance

The meeting commenced with a moment of silence, allowing attendees to either pray or reflect silently. This was followed by the Pledge of Allegiance to the flag of the United States of America.

2025/M24-002.2 - Roll Call- Council - Quorum

A roll call was conducted during the meeting to confirm the presence of council members. The following members were present:

- David Lloyd - Council-at-Large
- Ron Petty - Council - Ward 1
- Dona Lacy - Council - Ward 1
- Jenna Gillenwater - Recorder - Sr. Clerk
- Melissa Hill - Mayor

Wesley Dillard, Arianna McLaughlin, Katie Miller, and Craig Smith were absent. The presence of these members established a quorum, allowing the meeting to proceed officially.

2025/M24-002.3 - Meeting Officially Called to Order

The meeting was officially called to order following the roll call, confirming the presence of a quorum. The Mayor, Melissa Hill, requested everyone to rise for a moment of silence, followed by the Pledge of Allegiance. The roll call confirmed the presence of council members David Lloyd, Ron Petty, Dona Lacy, Recorder Jenna Gillenwater, and Mayor Melissa Hill. Wesley Dillard, Arianna McLaughlin, Katie Miller, and Craig Smith were absent. With a quorum established, the meeting was declared officially in session.

2025/M24-003 - Meeting Point of Order

The meeting proceeded in accordance with the West Virginia State Code, Town of Chesapeake Ordinance, approved resolutions, and Robert's Rules of Order. It was emphasized that all discussions must be confined to municipal business, and personal remarks or attacks were not permitted. The importance of maintaining respectful and orderly discussions was highlighted.

2025/M24-003.1 - West Virginia State Code §8-12-1

The council reaffirmed the powers and authority vested in the Town of Chesapeake by the State of West Virginia, as per W. Va. Code § 8-12-1. The governing body, consisting of the Mayor and Council, is responsible for the execution of municipal operations. Public comments were limited to 3 minutes and had to be presented at the designated space, with council members responding based on local ordinance.

2025/M24-003.2 - Robert's Rules of Order

The council reiterated the adherence to Robert's Rules of Order, Newly Revised, ensuring all discussions remain focused on municipal business. Personal remarks, attacks, or discussions of individual motives or character are not permitted. Discussions must remain respectful and orderly.

2025/M24-004 - Approval - Agenda & Meeting Minutes

The council reviewed and approved the agenda for the meeting. A motion to accept the agenda was made by David Lloyd and seconded by Dona Lacy, which was carried unanimously. The meeting minutes from the regularly scheduled meeting on August 25 and the special session on September 15 were also reviewed and approved. A motion to accept the meeting minutes was made by David Lloyd and seconded by Ron Petty, which was carried unanimously.

2025/M24-004.1 - Agenda - Monthly Meeting

The council reviewed and approved the agenda for the monthly meeting. A motion to accept the agenda was made by David Lloyd and seconded by Dona Lacy. The motion was carried unanimously.

2025/M24-004.2 - Meeting Minutes

The council reviewed and approved the meeting minutes from the regularly scheduled meeting on August 25 and the special session on September 15. A motion to accept the meeting minutes was made by David Lloyd and seconded by Ron Petty. The motion was carried unanimously.

2025/M24-005 - Financial Records & Reports

The council reviewed the financial records and reports for August 2025. The review included an examination of the profit and loss statement, expenses by vendor, revenue for the month, and the balance sheet. After a thorough discussion, a motion to accept the financial statements was made by David Lloyd and seconded by Dona Lacy. The motion was carried unanimously.

2025/M24-006 - Partner Introductions

During the meeting, several partners and guests were introduced. Notable introductions included Kathy Miller from the internal review, Andrew Roberts from the Planning Commission, and Isaac Fadiga from Burgess and Niple. The Mayor, Melissa Hill, acknowledged their contributions and welcomed their participation in the meeting. Each partner provided a brief overview of their roles and the support they offer to the council's initiatives.

2025/M24-007 - Ongoing Business

The council discussed several ongoing business items requiring continued discussion, follow-up, or action.

- **1989 Agreement - Marmet & Town of Chesapeake (WV)**: Council member Kelch provided an update on the 1989 agreement with Marmet. A hearing was held on August 7, and briefs were filed. The administrative law judge is expected to issue a recommended decision by December 1, with the possibility of an earlier decision by the end of October. The council discussed the importance of reaching a new agreement, given the outdated nature of the 1989 agreement.
- **Rate Increase - Town of Marmet Plant**: The council discussed the rate increase from 41% to 44% of the total cost for sewer services from the Town of Marmet Plant. The increase is under review, and the council is seeking clarification on the data supporting the rate change. The need for transparency and the potential impact on citizens were emphasized.
- **Municode - Ordinance Recodification**: The recodification of ordinances through Municode is in progress. The council expects the process to take an additional two to three months.
- **WV DLAP - Demolition Program**: The council discussed the WV DLAP Demolition Program, with four demolitions slated for October. The remainder of the demolitions are in progress.
- **WV DLAP - Demolition - Round 1 Abatement Contract**: The council approved the awarding of the round 1 abatement contract to Astor Oil Field. The contract amount is $8,300 for the abatement of asbestos in three out of four homes. A motion to approve the contract was made by Ron Petty and seconded by David Lloyd. The motion was carried unanimously.
- **Approve - Demolition - Town of Chesapeake (WV) Grant Program**: The council discussed the grant program for demolition in the Town of Chesapeake. Participants will be evaluated based on a sliding scale to qualify for grant funds. Details of the grant program will be presented at the next meeting.
- **Contract - Treasurer**: The council is continuing to work on contracting a CPA firm for the Treasurer role. An update will be provided at the next meeting.
- **Audit Table - Contract - Forensic Accounting**: The council is awaiting the forensic accounting review, which will cover financials from QuickBooks for FY2020-2023, court room dockets and fines, police department license plates, and the evidence room in collaboration with the WV Treasurer's Office.
- **FY 2025-2026 - Budget Revision - Conditional**: The council continues to follow up on the conditional budget revision for FY 2025-2026. An update from the West Virginia Auditor's Office has been requested.
- **Resolution NO. 20250731-Property Donation**: The council announced the property donation of the bank fraud towing company property. The appraisal has been completed, and the property is valued at $35,000. The council will decide whether to demolish or rehabilitate the building based on further evaluations.
- **Playground Compliance - Abatement**: The council discussed the Playground Guardian evaluation, which identified areas deemed unsafe. The council approved the removal of equipment that does not comply with playground standards. A motion to start the abatement process was made by David Lloyd and seconded by Dona Lacy. The motion was carried unanimously.

2025/M24-007.1 - 1989 Agreement - Marmet & Town of Chesapeake (WV)

Participated: jkelsh@bowlesrice.com

Council member Kelch provided an update on the 1989 agreement with Marmet. A hearing was held on August 7, and briefs were filed. The administrative law judge is expected to issue a recommended decision by December 1, with the possibility of an earlier decision by the end of October. The council discussed the importance of reaching a new agreement, given the outdated nature of the 1989 agreement.

2025/M24-007.2 - Rate Increase - Town of Marmet Plant

Participated: jkelsh@bowlesrice.com

The council discussed the rate increase for sewer services from the Town of Marmet Plant, which has risen from 41% to 44% of the total cost. This increase is currently under review, and the council is seeking clarification on the data supporting the rate change. Emphasis was placed on the need for transparency and understanding the potential impact on citizens.

2025/M24-007.3 - Municode - Ordinance Recodification

The council discussed the ongoing process of recodifying ordinances through Municode. It was noted at the recodification is currently in progress and is expected to take an additional two to three months to complete.

2025/M24-007.4 - WV DLAP - Demolition Program

The council discussed the WV DLAP Demolition Program, with four demolitions slated for October. The remainder of the demolitions are in progress.

2025/M24-007.5 - WV DLAP - Demolition - Round 1 Abatement Contract

The council approved the awarding of the round 1 abatement contract to Astor Oil Field. The contract amount is $8,300 for the abatement of asbestos in three out of four homes. A motion to approve the contract was made by Ron Petty and seconded by David Lloyd. The motion was carried unanimously.

2025/M24-007.6 - Approve - Demolition - Town of Chesapeake (WV) Grant Program

The council discussed the grant program for demolition in the Town of Chesapeake. Participants will be evaluated based on a sliding scale to qualify for grant funds. Details of the grant program will be presented at the next meeting.

2025/M24-007.7 - Contract - Treasurer

Participated: jkelsh@bowlesrice.com

The council is continuing to work on contracting a CPA firm for the Treasurer role. An update will be provided at the next meeting.

2025/M24-007.8 - Audit Table - Contract - Forensic Accounting

Participated: jkelsh@bowlesrice.com

The council discussed the ongoing forensic accounting review. The review covers several key areas, including financials from QuickBooks for FY2020-2023, court room dockets and fines, police department license plates, and the evidence room in collaboration with the WV Treasurer's Office. The council is awaiting the results of this review to proceed with further actions.

2025/M24-007.9 - FY 2025-2026 - Budget Revision - Conditional

The council continues to follow up on the conditional budget revision for FY 2025-2026. An update from the West Virginia Auditor's Office has been requested.

2025/M24-007.10 - Resolution NO. 20250731-Property Donation

The council announced the property donation of the bank fraud towing company property. The appraisal has been completed, and the property is valued at $35,000. The council will decide whether to demolish or rehabilitate the building based on further evaluations.

2025/M24-007.11 - Playground Compliance - Abatement

The council discussed the Playground Guardian evaluation, which identified areas deemed unsafe. The council approved the removal of equipment that does not comply with playground standards. A motion to start the abatement process was made by David Lloyd and seconded by Dona Lacy. The motion was carried unanimously.

2025/M24-008 - New Business

The council addressed new business items for August, focusing on several key areas:

- **Rate Review - Increases**: The council reviewed rate increases for residential waste and sewer waste processing. The residential waste rate increased from $40.00 per ton to $98.10 per ton. The sewer waste processing rate increase for the Marmet Plant went from 41% to 44%, retroactive to July 2025. The legal and treasurer's review of these increases is ongoing.

- **TWN Litigation Opioid - Express Scripts**: The council signed verification for Web Law regarding the opioid litigation against Express Scripts. This is part of the ongoing class action lawsuit involving several municipalities.

2025/M24-008.1 - Rate Review - Increases

The council reviewed proposed rate increases for residential waste and sewer waste processing. The discussion focused on the following key points:

- **Residential Waste - Landfill vs. Container:** The rate for residential waste is proposed to increase from $40.00 per ton to $98.10 per ton. This significant increase was discussed in detail, with considerations on the impact on residents and the necessity for the increase to cover rising operational costs.

- **Sewer Waste Processing - Marmet Plant:** The rate for sewer waste processing at the Marmet Plant is proposed to increase from 41% to 44%, retroactive to July 2025. The council emphasized the importance of transparency and the need for detailed data to support this rate change. The legal and treasurer's review of these increases is ongoing, and further discussions are expected to ensure that all aspects are thoroughly examined before final approval.

2025/M24-008.2 - TWN Litigation Opioid - Express Scripts

The council discussed the ongoing opioid litigation against Express Scripts. As part of this class action lawsuit involving several municipalities, the council signed verification for Web Law. This verification is a crucial step in the litigation process, ensuring that all necessary legal documents are in order and that the town's participation in the lawsuit is properly documented.

2025/M24-009 - Public Comments

Public comments were invited, and citizens were reminded to keep their comments relevant to the topics discussed in the current meeting. David Walker raised concerns about sewer backups and stormwater drainage issues on his property. Ernie King brought up issues of sewer lines and the 1989 Marmet Agreement. The council acknowledged the issues and committed to investigating further.

2025/M24-010 - Next Meeting - City of Chesapeake (WV) Sanitary Board

The next meeting of the City of Chesapeake (WV) Sanitary Board is scheduled for Monday, October 27, 2025, at 5 PM.

2025/M24-011 - Next Meeting - Town Hall Meeting

The next Town Hall Meeting is scheduled for Monday, October 27, 2025, at 6 PM.

2025/M24-012 - Adjournment

The meeting was officially adjourned. A motion to adjourn was made by David Lloyd and seconded by Ron Petty. Th motion was carried unanimously. The Mayor thanked all partners, board members, and attendees for their participation.