Monday

15

Dec 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/M30-001 | December Town Hall/Council Monthly Meeting

Melissa Hill

Welcome

- For Information

2025/M30-002 | Call to Order

Melissa Hill

Open Meeting

- For Decision

2025/M30-002.1 | Prayer, Silence, & Pledge

as you believe

Prayer in government meetings is **not automatically unconstitutional**, but it must be handled carefully to avoid violating the First Amendment. The key is **non-coercion, neutrality, and inclusivity**.

- For Information

2025/M30-002.2 | Roll Call - Council Members

Jenna Gillenwater

- James 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
- William "Craig" Smith - Council - Ward 3
- Jenna Gillenwater - Recorder
- Melissa Hill - Mayor

- For Decision

2025/M30-002.3 | Meeting Officially Called to Order

Melissa Hill

- For Decision

2025/M30-003 | Approval - Agenda & Meeting Minutes (November)

Melissa Hill

- Approve - Today's Agenda
- Approve - Previous Month Meeting Minutes

- For Decision

2025/M30-003.1 | Agenda - Monthly Meeting

Melissa Hill

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

- For Decision

2025/M30-003.2 | Meeting Minutes

Council approves Regularly Scheduled Meeting & Special Session Meeting Minutes from previous month

- For Decision

2025/M30-004 | Approval Financial Reports - November

Melissa Hill

Council reviews and approves Financial Reports

- For Decision

2025/M30-005 | Partner Introductions

Melissa Hill

Any partners in the meeting that need to be introduced

- For Information

2025/M30-006 | Ongoing Business

Melissa Hill

These are issues and opportunities that require continued discussion, review, follow-up, and action.

- For Information

2025/M30-006.1 | Welcome!!! Kevin Shank, Chief of Police - Town of Chesapeake (WV)

Melissa Hill

- Chief & Sargent-at-Arms John Kevin Shank
- Retired Kanawha County Sheriff's Department - Lieutenant
- Recruiter - Wesley Dillard

- For Decision

2025/M30-006.2 | Audit RFP - FY2024 & FY2025

Melissa Hill

- Town of Chesapeake (WV)
- City of Chesapeake (WV) Sanitary Board
- Chesapeake Volunteer Fire Department

Decision: RFP for Audit Services - Approved for December 2025
Audit Committee: Internal Review, Recorder, CPA, Police Chief, & Mayor

- For Decision

2025/M30-006.3 | Non-Compliance - FY2020-2023 - Audit Table - Contract - Forensic Accounting

Melissa Hill

Forensic Accounting Review

- Financials - QuickBooks - FY2020-2023
- BB&T - Credit Card Statements
- Court Room - Dockets & Fines
- Police Department - License Plates
- Court Citations - Suspended License - No Due Process - License suspended for court no show
- Police Department Evidence Room - Inventory Complete - Police Chief, Prosecutor, City Attorney determines next steps

Decision: Approve Forensic Accounting Contractor - Patrick M. Smith, PLLC - Canary Financial Forensic Solutions
Next Steps: City Attorney - Subpoena all Financial Institutions for financial records

- For Decision

2025/M30-006.4 | Non-Compliance - 2001 Ordinance Revision - Municode

Melissa Hill

Final Publishing in December 2025

- For Information

2025/M30-006.5 | Non-Compliance - 1989 Agreement - Marmet & Town of Chesapeake (WV)

Melissa Hill

Problem - Cannot pay per 1989 Agreement in 2025

- Administrative Law Judge Decision - 10/30/25 - Declined
- Exceptions to the 10/30/25 Recommended Decision and Brief in Support, filed by Counsel for Town of Chesapeake Sanitary Board

- For Information

2025/M30-006.6 | Non-Compliance - Sewer Rehabilitation Project - FY2018 & 2020

Melissa Hill

PER the October 2018 - NPDES Permit - Settlement Agreement
Lift Station #1 Discharge - 2018 and 2020 - System Failure

- Removal of Outfalls by 2028 - Funded by October 2023
- Relocate Lift Stations #1 & #2 and sewer lines
- Replace critical sewer line areas

Status: Project Submitted for Funding

- For Discussion

2025/M30-006.7 | Non-Compliance - MS4 PERMIT - FY2014-Current

Melissa Hill

WV DEP Letter dated August 1, 2023

- Violations date back to 2014 - Incomplete MS4 Application

Status: MS4 Permit - Applications Open - Submission on track for January 2026

- For Decision

2025/M30-006.8 | Non-Compliance - Dilapidated Structures - WV DLAP - Demolition

Melissa Hill

- Ready to Demo - Round #1 - 4 properties - Approved for Demolition
- RFP - Demolition - Round #2 - 17 properties - Proposals Due - 11/25/2025
- Leveraging - WV Statewide Contract - ASTAR Abatement - Asbestos Testing & Abatement

- For Information

2025/M30-006.9 | Non-Compliance - Playground Safety

Melissa Hill

- 116th St & Kanawha - Non-Compliant Equipment Removed
- Annex Playground - Rubber Mulch - Partner Support

- For Information

2025/M30-006.10 | Non-Compliance - IRS Civil Penalties - 2014, 2015, 2017, 2019

Melissa Hill

- 2014 and 2015 - Submitted W2's - received many acknowledgement letters from IRS - not resolved
- 2017 - found W2's - Legal will review
- 2019 - missing W2's - Legal will review

- For Information

2025/M30-006.11 | Contract - Treasurer

Melissa Hill

Will continue to seek right partner

- For Information

2025/M30-006.12 | Clarification - Meetings - Prayer vs. Moment of Silence

Melissa Hill

"Therefore, we think it would be safe for the Town of Chesapeake to keep the prayers neutral, led by an outside body, and made voluntary. A non-sectarian prayer or moment of silence would work and would be the most cautious according to the case law as cited

above, however, sectarian prayers are ok as long as it is not a requirement." Advisory from City Attorney
Decision: Prayer & Moment of Silence - Agenda Item
Decision: Prayer - voluntary, non-sectarian, participation not a requirement

- For Decision

2025/M30-006.13 | Opportunity - Property Donation - Bank/Tow Lot — Melissa Hill

- Requested - Right of Entry for Thrasher to conduct Assessment - Owner
- Thrasher - will conduct the assessment before accepting the donation
- Provides for additional funding opportunities for abatement

- For Information

2025/M30-006.14 | Compliance Required - WV SB50 - Alignment by 2032 — Melissa Hill

- Requires municipal elections to be held on the same day as statewide primary or general elections.
- Allows municipalities to enter into agreements with the county commission regarding election logistics, including election dates, officials, and voter registration rolls.
- Permits municipalities to extend or shorten elected officials' terms to align with the new election schedule, within statutory limits and procedural requirements.
- Establishes an effective date and deadlines for municipalities to comply with the new alignment requirements.
- Compliance Year 2032

- For Information

2025/M30-006.15 | Opportunity - Kanawha County Commission - Brownfields & Redevelopment — Melissa Hill

Kanawha County Commission Sponsored project for EPA Compliance for properties

- All Service / Filling Station Properties - Assessment, Asbestos Testing, & Recommendations
- All Commercial Buildings - Assessment, Asbestos Testing, & Recommendations
- All Town of Chesapeake (WV) Properties - Assess & Recommendations for Reuse

- For Information

2025/M30-006.16 | Non-Compliance - Council and Board Members as Contractors — Melissa Hill

💪 WV Ethics Act Requirements for Council or Board Members Seeking Municipal Contracts

📜 Governing Law: WV Code §6B-2-5(d)(1)

> *"No elected or appointed public official... may have a financial interest in a public contract over which he or she has control, unless the contract is awarded through a process of public notice and competitive bidding, or unless the Ethics Commission grants an exemption."*

Decision: Council shall uphold the law by ensuring transparency, full disclosure of any financial or perceived interests, and disclose, recuse, and provide all documentation. Seeking Legal & WV Ethics Commission advisory opinion when in doubt.

💪 WV Code §6B-2-5 – Ethics Act: Use of Office for Private Gain

- **§6B-2-5(b)**: Prohibits public officials from using their position for **personal financial gain**.
- **§6B-2-5(d)**: Prohibits public officials from having a **financial interest in public contracts** unless approved by the **WV Ethics Commission**.

Unethical if a council member:

- Uses their **position or influence** to solicit work from citizens

- **Undercuts competitors** by leveraging their public role
- **Avoids disclosure or recusal** when conflicts arise

Decision: Uphold the Law -
"The Council hereby acknowledges that prior actions may not have fully complied with the West Virginia Contractor Licensing Act and Ethics Act due to a lack of understanding. Moving forward, the Council commits to full compliance with WV Code §§21-11 and 6B-2-5, and will require all council members to avoid any appearance of conflict of interest in contracting or permitting decisions. Any potential conflicts shall be disclosed and referred to the West Virginia Ethics Commission for review."
Sign: RESOLUTION NO.: 2026-20251124-Contractors Licensing & Council Compliance

- For Decision

2025/M30-006.17 | 2023 Meeting Minutes

Melissa Hill

- Concerning moving election to November 2026
    - March, April, May 2023 - Meeting Minutes
- FY2023 - Election Ordinance signed by Dona Lacy & David Lloyd in meeting
    - Document - Ordinance has not been submitted to Recorder
    - Council Members James David Lloyd and Dona Lacy refused / have not responded to provide the document they presented during the meeting, preventing inclusion in the official record.
    - No evidence in financial records - $6,000 savings - Printing, Poll Workers, and Food
    - Under WV FOIA (29B-1-3), the **custodian of public records is the Recorder/Clerk**, not individual council members.
- **Decision** - Dona Lacy & David Lloyd - Is this an "Official Ordinance" as communicated?
    - If yes, then must be submitted within 5 Business Days
    - If false, For the record state, the purported election change ordinance from FY2023 is not official. The request to submit it is withdrawn, and any discussion of it is considered incorrect.
- **Decision** - Council - File FOIA for Ordinance or accept the withdrawal and strike this document and all discussion as

incorrect in the October 2023 Monthly Meeting - held on November 3, 2025.
- **Decision** - Rough Draft document submitted to Recorder - Review

- For Decision

2025/M30-006.18 | In Compliance - PER Ordinance - Next Election is June 8, 2027

Melissa Hill

105.01 Election Date, City Officials and Terms of Office
A municipal general election **shall be held on the second Tuesday in June 1991 and the same day every fourth year thereafter for the purpose of electing a Mayor, Recorder, Municipal Judge and members of the Common Council of the City**. The municipal officials of the City shall be elected by voters whose names are currently registered with the Registrar of Kanawha County and who reside within the corporate boundaries of the City. The term of office for all elected municipal officials shall be four years, beginning on the first day of July following the election or until their successors shall be elected and qualified. Such elections shall be held in conformity with West Virginia Code Chapters 3 and 8. (Ord. 90-3. Passed 7-2-90.)

- For Information

2025/M30-007 | New Business

New Business not previously established

- For Information

2025/M30-007.1 | Resolution - WV Checkbook - Unresolved Financial Transactions from FY2020-2023

Melissa Hill

- FY2023 Clerks, Interim Mayor, and Recorder failed to provide required transaction without accounting codes to WV Checkbook deployment team.
- These transactions carry over into new Administration - FY2024 - could not provide this information

Decision - Review personnel emails & requests from WV Checkbook deployment team

- Pursuant to the West Virginia Open Meetings Act, Council may enter Executive Session under **W. Va. Code § 6-9A-4(b)(2)(A)** to discuss

personnel matters involving confidential employee information. Due to the nature of the data, an Executive Session may be used to review additional information if Council so chooses.

Decision - Resolution to acknowledge WV Checkbook delay due to incomplete financial data from previous administration

- For Decision

2025/M30-007.2 | Request for Disbursement - Chesapeake VFD - WSB Annual Insurance Payment

Review Chesapeake Volunteer Fire Department - Authorization for Utilization of Funds

- Received $21K invoice for disbursement to Rusty Nuts - Required proof of 3 quotes - Gave back to Board President
    - Must present with three quotes
- 10/10/25 - Requested Disbursement for "Renewal of Policy #VFNU-TR-0020830" - Quarterly Policy Payment in October 2025 - Vendor - WSB Insurance - Invoice Date - 10/7/2025 - Due 10/302025 - $6,250 - PAID
- 11/24/25 - at Town Hall Meeting - Requested Disbursement for "Renewal of Policy #VFNU-TR-0020830" Annual Policy Payment - Vendor - WSB Insurance - Invoice Date - 10/7/2025 - Due 10/302025 - $20,000 - same invoice date and # as previous request - Rejected
    - Requested supporting policy documents for payment - changed from quarterly to annual payment
- Received request - date and invoice numbers changed - copy of invoice - no original - no supporting documentation
    - Received official request of Chesapeake VFD Board of Directors, INC. requesting payment
        - Invoice - Insurance Premium on Policy #VFNU-TR-00366550-00

Decision: Official Request for supporting documentation for Insurance Policy - must pay per policy - monthly, quarterly, or annually
Decision: Official Request for Chesapeake Volunteer Fire Department Financial Reports

- Pursuant to the West Virginia Open Meetings Act, Council may enter Executive Session under **W. Va. Code § 6-9A-4(b)(2)(A)** to discuss personnel matters involving confidential employee information. Due to

the nature of the data, an Executive Session may be used to review additional information if Council so chooses.

Decision: Council request City Attorney review current Ordinance for Chesapeake Volunteer Fire Department and Compliance

- For Decision

2025/M30-007.3 | Training - Annual HR Training

Annual Town Council Harassment/Discrimination and Ethics Training

- For Discussion

2025/M30-008 | Council Comments

Melissa Hill

- Council Comments and Questions per the agenda
- Not on the agenda - will be added to next agenda

- For Discussion

2025/M30-009 | Citizens Comments

Melissa Hill

- Citizens have 3 minutes - questions we be answered according to agenda
- Not on the agenda - will be considered for next agenda

- For Information

2025/M30-010 | Next Meeting - TBD

Melissa Hill

Will be determined by Council in this meeting

- For Information

2025/M30-011 | Adjournment

Melissa Hill

Official end of the meeting
Council Motion to adjourn

- For Decision

Minutes

Meeting - Town Hall/Council Monthly Meeting

Town of Chesapeake - Meetings

Date	11/24/2025
Time	6:00 PM - 8:00 PM
Location	Microsoft Teams Meeting; Dr Lisa E Curry Memorial Building
Present	Jenna Gillenwater, David Lloyd, Dona Lacy, Ron Petty, Arianna McLaughlin, Wes Dillard, Kathey Miller, Katie Miller, Andrew Roberts, Melissa Hill, Dr Lisa E Curry Memorial Building
Absent	William Bennett, Craig Smith,
Note Taker	Jenna Gillenwater

Agenda

2025/M28-001 - November Town Hall/Council Monthly Meeting

The meeting commenced with a welcome to the November Town Hall/Council Monthly Meeting. Mayor Melissa Hill initiated the proceedings, emphasizing the importance of adhering to West Virginia State Code and federal grant regulations to correct past violations and ensure proper governance. The mayor also highlighted the financial constraints faced by the town and the cost of addressing non-compliance issues and historical deficiencies in financial management and record-keeping.

2025/M28-002 - Call to Order

Mayor Melissa Hill formally called the meeting to order, marking the beginning of the official proceedings.

2025/M28-002.1 - Prayer, Silence, & Pledge

The meeting began with a moment of silence or prayer, as chosen by the attendees, followed by the Pledge of Allegiance. Mayor Melissa Hill emphasized the importance of non-coercion, neutrality, and inclusivity in government meetings, as advised by legal counsel. The council discussed the constitutional considerations surrounding prayer in government meetings, ensuring that participation is voluntary and non-sectarian to avoid any First Amendment violations.

2025/M28-002.2 - Roll Call - Council Members

A roll call was conducted to confirm the presence of council members. The following members were present: James David Lloyd, Ron Petty, Dona Lacy, Wesley Dillard, Arianna McLaughlin, Katie Miller, Jenna Gillenwater (Recorder), and Melissa Hill (Mayor). A quorum was confirmed, allowing the meeting to proceed with official business.

2025/M28-002.3 - Meeting Officially Called to Order

The meeting was officially called to order following the roll call, marking the commencement of the council's formal agenda.

2025/M28-003 - Approval - Agenda & Meeting Minutes (October)

The council reviewed and approved the agenda for the current meeting and the meeting minutes from the previous month (October). A motion to accept the agenda was made by David Lloyd and seconded by Ron Petty. The motion passed unanimously. Similarly, the meeting minutes from the rescheduled meeting on November 3 were reviewed and approved following a motion by David Lloyd and a second by Wesley Dillard. The motion carried without opposition.

2025/M28-003.1 - Agenda - Monthly Meeting

The council reviewed and approved the agenda for the current monthly meeting. The approval process was straightforward, with members confirming their agreement through a formal vote. David Lloyd began the motion, seconded by Wesley Dillard.

2025/M28-003.2 - Meeting Minutes

The council approved the meeting minutes from the previous month, ensuring that the official record accurately reflects the discussions and decisions made during that session. David Lloyd began the motion, seconded by Wesley Dillard.

2025/M28-004 - Approval Financial Reports - September & October

The financial reports for September and October were reviewed and approved by the council. Mayor Melissa Hill highlighted the role of CPA Sandeep Agarwal in preparing the financial entries and ensuring contractual compliance. A motion to accept the financial reports was made by Katie Miller and seconded by Arianna McLaughlin. The motion passed unanimously, indicating the council's satisfaction with the financial documentation and reporting.

2025/M28-005 - Partner Introductions

No new partners were introduced during this meeting. However, Mayor Melissa Hill acknowledged the presence of the Mayor of the Town of Marmet, previous Mayor Paul Bradshaw, and other notable attendees, including members of the Volunteer Fire Department and code enforcement.

2025/M28-006 - Swearing In - Municipal Judge - Brian Bowen

Brian Bowen was officially sworn in as the Municipal Judge for the Town of Chesapeake. His wife, Tiffany, joined him for the ceremony. Bowen, who is also the town's first certified code enforcement officer, expressed his commitment to the role. The council approved his stipend of $250 per court date following a motion by David Lloyd and a second by Ron Petty. The motion carried unanimously.

2025/M28-007 - Appeal - Customer - Garbage Collection

The council addressed an appeal regarding garbage collection services from a property owner who had not complied with the Animal Ordinance. The property had issues with unregistered and unvaccinated dogs, leading to incidents where officers and public works employees were bitten. Additionally, there was an excessive accumulation of trash posing a biohazard risk. Despite multiple requests for compliance, the property owner failed to meet the requirements. The council upheld the suspension of garbage collection services until the owner provides proof of dog vaccinations and registers the dogs. A motion to uphold the suspension was made by David Lloyd and seconded by Dona Lacy, passing unanimously.

2025/M28-008 - Ongoing Business

The council discussed several ongoing business items, focusing on compliance and budgetary issues.

2025/M28-008.1 - FY2025-2026 - Budget Approved

The council acknowledged the approval of the FY2025-2026 budget and noted that a first budget revision is in progress. Mayor Melissa Hill emphasized the importance of operating according to the approved budget to ensure financial stability.

2025/M28-008.2 - Non-Compliance - FY2020-2023 - Audit Table - Contract - Forensic Accounting

The council discussed the need for a forensic accounting review to address non-compliance issues from FY2020-2023. The review will cover financials in QuickBooks, BB&T credit card statements, courtroom dockets and fines, police department license plates, and court citations. The council approved the forensic accounting contractor, Patrick M. Smith of Canary Financial Forensic Solutions. The city attorney will issue subpoenas for all financial records to facilitate the review. David Lloyd recused himself from Forensic Accounting motions at 6:31pm. Dona Lacy recused herself from Forensic Accounting motions at 6:30pm. A motion to approve the contractor was made by Wesley Dillard and seconded by Katie Miller, passing unanimously.

2025/M28-008.3 - Non-Compliance - 2001 Ordinance Revision - Municode

The council is working on updating the 2001 ordinances, which have not been revised in 14 years. The final publishing is expected in December 2025, although it may take longer due to the extensive updates required. The revisions are being conducted in collaboration with Unicode and BowlesRice.

2025/M28-008.4 - Non-Compliance - 1989 Agreement - Marmet & Town of Chesapeake (WV)

The council discussed ongoing issues related to the 1989 agreement with Marmet. An administrative law judge's decision on October 30, 2025, was declined, and the Town of Chesapeake Sanitary Board has filed exceptions to the recommended decision. The matter remains under review.

2025/M28-008.5 - Non-Compliance - Sewer Rehabilitation Project - FY2018 & 2020

The council reviewed the status of the Sewer Rehabilitation Project, which addresses non-compliance issues from the 2018 and 2020 system failures at Lift Station #1. The project aims to remove outfalls by 2028, relocate lift stations, and replace critical sewer line areas. The project has been submitted for funding and is crucial for avoiding further fines and ensuring compliance with the NPDES permit settlement agreement.

2025/M28-008.6 - Non-Compliance - MS4 PERMIT - FY2014-Current

The council discussed the non-compliance issues related to the MS4 permit, dating back to 2014. The WV DEP has highlighted violations due to incomplete MS4 applications. The council is on track to submit the MS4 permit application by January 2026, with assistance from a grant writer experienced in this area.

2025/M28-008.7 - Rate Increase - Landfill Services - Republic Services - Sycamore Landfill

The council reviewed the rate increase for landfill services due to the closure of the Charleston Landfill. The current tipping fee at Waste Management (WM) Landfill is $98.10/ton. The council approved transitioning to Republic Services - Sycamore Landfill, which offers a more cost-effective solution at $52.12/ton. A motion to approve the transition was made by Wesley Dillard and seconded by Arianna McLaughlin, passing unanimously.

2025/M28-008.8 - Compliance Required - WV SB50 - Alignment by 2032

The council discussed the requirements of WV SB50, which mandates municipal elections to align with statewide primary or general elections by 2032. The council needs to start planning for this transition, including contracting with the Kanawha County Election Office and ensuring the ability to receive mail-in ballots for early voting. The council will continue to review and discuss this topic in future meetings.

2025/M28-008.9 - Non-Compliance - Dilapidated Structures - WV DLAP - Demolition

The council reviewed the progress on addressing dilapidated structures. Four properties have been approved for demolition, and proposals for the next 17 properties are due. The town is leveraging the WV Statewide Contract for asbestos testing and abatement. The council is committed to ensuring safe structures and compliance with state building codes.

2025/M28-008.10 - Non-Compliance - Playground Safety

The council discussed the non-compliance issues related to playground safety. The playground at 116th St. has been dismantled due to safety concerns. The Annex Playground will receive rubber mulch through a partnership with Oak Knoll Valley Starting Points. The council aims to create safe and compliant play areas for children.

2025/M28-008.11 - Non-Compliance - IRS Civil Penalties - 2014, 2015, 2017, 2019

The council addressed the non-compliance issues related to IRS civil penalties for the years 2014, 2015, 2017, and 2019. The 2014 and 2015 W-2s have been submitted, but the IRS has not yet resolved the penalties. The W-2s for 2017 and 2019 are missing and will require legal assistance to address. The council hopes to have the civil penalties dissolved or wiped out once the necessary documents are submitted.

2025/M28-008.12 - 2023 Meeting Minutes

The council discussed the meeting minutes from 2023 concerning the election ordinance to move the election to November 2026. The council requested a copy of the ordinance presented and signed by council members but has not received it. The council decided to file a FOIA request for the document, giving the responsible members five days to submit it to the recorder. David Lloyd recused himself from 2023 Meeting Minute motions at 6:58pm. Dona Lacy recused herself from 2023 Meeting Minute motions at 6:58pm. A motion to file the FOIA was made by Wesley Dillard and seconded by Arianna McLaughlin, passing unanimously.

2025/M28-008.13 - Clarification - Meetings - Prayer vs. Moment of Silence

The council received an advisory from the City Attorney recommending that prayers in meetings be neutral, led by an outside body, and voluntary. The council decided to include both a prayer and a moment of silence in the agenda, ensuring that participation is not a requirement. This decision aligns with legal guidance to maintain inclusivity and avoid constitutional violations. Dona Lacy began the motion, seconded by David Lloyd.

2025/M28-008.14 - Contract - Treasurer

The council discussed the ongoing search for a suitable candidate for the Treasurer position. The council will continue to seek the right partner to fill this role.

2025/M28-008.15 - Opportunity - Property Donation - Bank/Tow Lot

The council discussed an opportunity for property donation, involving a bank/tow lot. Thrasher will conduct an assessment before accepting the donation, which could provide additional funding opportunities for abatement. The council is considering the right of entry for Thrasher to proceed with the assessment.

2025/M28-008.16 - Opportunity - Kanawha County Commission - Brownfields & Redevelopment

The council reviewed a project sponsored by the Kanawha County Commission aimed at EPA compliance for various properties. Thrasher will conduct assessments, asbestos testing, and provide recommendations for the reuse of service station properties, commercial buildings, and town properties. This initiative is part of a broader effort to promote brownfields redevelopment and ensure environmental compliance.

2025/M28-008.17 - Non-Compliance - Council and Board Members as Contractors

The council discussed the requirements of the WV Ethics Act for council or board members seeking municipal contracts. The council emphasized the need for transparency, full disclosure of financial interests, and adherence to competitive bidding processes. The council committed to full compliance with WV Code §§21-11 and 6B-2-5,

ensuring no conflicts of interest in contracting or permitting decisions. A resolution (RESOLUTION NO.: 2026-20251124-Contractors Licensing & Council Compliance) was signed to formalize this commitment.

2025/M28-008.18 - Non-Compliance - Building Permits

The council discussed the enforcement of building permits issued to property owners or licensed contractors, as adopted in FY2024. The council outlined the responsibilities of municipal code enforcement, including issuing permits, verifying contractor licensing, conducting inspections, and enforcing penalties for violations. The council agreed to abide by these regulations and ensure proper enforcement.

2025/M28-009 - New Business

The council addressed new business items not previously established.

2025/M28-009.1 - In Compliance - PER Ordinance - Next Election is June 8, 2027

The council confirmed the next municipal general election date as June 8, 2027, in compliance with the established ordinance. The election will be held for the purpose of electing a Mayor, Recorder, Municipal Judge, and members of the Common Council. The term of office for elected officials will be four years, beginning on July 1 following the election.

2025/M28-009.2 - Audit RFP - FY2024 & FY2025

The council approved the issuance of an RFP for audit services for FY2024 and FY2025. The audit will cover the Town of Chesapeake, the City of Chesapeake Sanitary Board, and the Chesapeake Volunteer Fire Department. The Audit Committee, consisting of internal review members, the Recorder, CPA, Police Chief, and Mayor, will oversee the process.

Decision: The council approved the issuance of an RFP for audit services for FY2024 and FY2025.

2025/M28-009.3 - Police Chief - December 1, 2025

The council announced that the Town of Chesapeake has extended an offer for the position of Police Chief, which has been accepted by Chief John Kevin Shank, a retired Lieutenant from the Kanawha County Sheriff's Department. Wesley Dillard served as the recruiter for this position.

2025/M28-009.4 - Report - Town of Chesapeake (WV) - Police Department

The council received a report on hiring and retention statistics for the Town of Chesapeake Police Department. The report provided insights into the department's staffing and efforts to maintain an effective law enforcement team.

2025/M28-009.5 - December 2025 - Town Hall / Council Meeting

The council discussed the scheduling of the December 2025 Town Hall/Council Meeting. The current meeting date is set for December 22, 2025, with options to reschedule to December 15, 2025, or cancel. The council will make a final decision on the meeting date. Wesley Dillard began the motion, seconded by Arianna McLaughlin.

Decision: The council approved rescheduling the December 2025 Town Hall/Council Meeting to December 15, 2025.

2025/M28-010 - Council Comments

Council members provided comments and raised questions based on the agenda. Any items not on the agenda were noted for inclusion in the next meeting's agenda.

2025/M28-011 - Citizens Comments

Citizens were given three minutes each to present their questions and comments. Questions related to the agenda were addressed during the meeting, while those not on the agenda were considered for future discussion.

2025/M28-012 - Next Meeting - TBD

The date for the next meeting will be determined by the council during this session.

Decision: The council decided to schedule the next meeting for December 15, 2025.

2025/M28-013 - Adjournment

The meeting was officially adjourned following a motion by the council. The motion to adjourn was passed, marking the end of the November Town Hall/Council Monthly Meeting.