Monday
23
Feb 2026

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

2026/M4-001 | February Town Hall/Council Monthly Meeting

Melissa Hill

- For Information

2026/M4-002 | Call to Order

Melissa Hill

- For Decision

2026/M4-002.1 | Prayer, Silence, & Pledge

- For Information

2026/M4-002.2 | Roll Call - Council Members

Jenna Gillenwater

- For Decision

2026/M4-002.3 | Meeting Officially Called to Order

Melissa Hill

- For Decision

2026/M4-003 | Approval - Agenda & Meeting Minutes (Special Session)

Melissa Hill

- For Decision

2026/M4-003.1 | Agenda - Monthly Meeting

Melissa Hill

- For Decision

2026/M4-003.2 | Meeting Minutes

- For Decision

2026/M4-004 | Approval Financial Reports - January

Melissa Hill

- For Decision

2026/M4-005 | Partner Introductions

Melissa Hill

- For Information

2026/M4-006 | Ongoing Business

Melissa Hill

- For Information

2026/M4-006.1 | Audit RFP - FY2024 & FY2025

Melissa Hill

- For Decision

2026/M4-006.2 | Non-Compliance - FY2020-2023 - Audit Table - Contract - Forensic Accounting

Melissa Hill

- For Decision

2026/M4-006.3 | Non-Compliance - 2001 Ordinance Revision - Municode

Melissa Hill

- For Information

2026/M4-006.4 | Non-Compliance - 1989 Agreement - Marmet & Town of Chesapeake (WV)

Melissa Hill

- For Information

2026/M4-006.5 | Non-Compliance - Sewer Rehabilitation Project - FY2018 & 2020

Melissa Hill

- For Discussion

2026/M4-006.6 | Non-Compliance - MS4 PERMIT - FY2014-Current

Melissa Hill

- For Information

2026/M4-006.7 | Non-Compliance - Dilapidated Structures - WV DLAP - Demolition

Melissa Hill

- For Information

2026/M4-006.8 | Non-Compliance - Playground Safety — Melissa Hill

- For Information

2026/M4-006.9 | Non-Compliance - IRS Civil Penalties - 2014, 2015, 2017, 2019 — Melissa Hill

- For Information

2026/M4-006.10 | Clarification - Meetings - Prayer vs. Moment of Silence — Melissa Hill

- For Information

2026/M4-006.11 | Opportunity - Property Donation - Bank/Tow Lot — Melissa Hill

- For Information

2026/M4-006.12 | Compliance Required - WV SB50 - Alignment by 2032 — Melissa Hill

- For Information

2026/M4-006.13 | Opportunity - Kanawha County Commission - Brownfields & Redevelopment — Melissa Hill

- For Information

2026/M4-006.14 | In Compliance - PER Ordinance - Next Election is June 8, 2027 — Melissa Hill

- For Information

2026/M4-007 | New Business

- For Information

2026/M4-007.1 | Resolution - WV Checkbook - Unresolved Financial Transactions from FY2020-2023

Melissa Hill

- For Decision

2026/M4-007.2 | Compliance - Chesapeake VFD

- For Information

2026/M4-007.3 | SB50 - Elections

jkelsh@bowlesrice.com

- For Decision

2026/M4-008 | Council Comments

Melissa Hill

- For Discussion

2026/M4-009 | Citizens Comments

Melissa Hill

- For Information

2026/M4-009.1 | Removal of Wards - Wiley

- For Decision

2026/M4-010 | Next Meeting - 4th Monday

Melissa Hill

- For Information

2026/M4-011 | Adjournment

Melissa Hill

- For Decision

Minutes

Special Session - Town Hall//Council - January Meeting Reschedule

Town of Chesapeake - Meetings

Date	2/12/2026
Time	6:00 PM - 7:30 PM
Location	Dr Lisa E Curry Memorial Building
Present	Melissa Hill, Jenna Gillenwater, jkelsh@bowlesrice.com, Ron Petty, Arianna McLaughlin, Wes Dillard, Kathey Miller, ashley.burton@akbridgethegap.com, Jason Bowen, Isaac Fadiga
Absent	David Lloyd, Dona Lacy, Craig Smith, William Bennett, Nathaniel Hale, cvfd.chief1401@gmail.com
Note Taker	Melissa Hill

Agenda

2026/M5-001 - Special Session: January Town Hall/Council Monthly Meeting

The meeting commenced with a welcome and acknowledgment of the necessity for the special session. The January Monthly Meeting had been canceled twice due to inclement weather, and there were essential topics that could not wait until the February Monthly Meeting. The Mayor expressed relief that the weather had improved, allowing the meeting to proceed. The Mayor and council members emphasized their commitment to ensuring that the town's business continued smoothly despite the disruptions caused by the weather.

2026/M5-002 - Call to Order

The meeting was officially called to order at 6:03 PM. The Mayor led the council in a moment of silence and the Pledge of Allegiance. The roll call was conducted, confirming the presence of all council members, thus establishing a quorum. The meeting then officially commenced.

2026/M5-002.1 - Prayer, Silence, & Pledge

The session included a moment of silence and the Pledge of Allegiance. The council was reminded that prayers in government meetings should be non-coercive, neutral, and inclusive to avoid violating the First Amendment. The Mayor emphasized the importance of inclusivity and non-coercion in government meetings, ensuring that prayers or moments of silence do not violate the First Amendment. Participation was voluntary, and no council or board members led the prayer.

2026/M5-002.2 - Roll Call - Council Members

The roll call confirmed the presence of the following council members:

- Ron Petty - Council - Ward 1
- Wesley Dillard - Council - Ward 2
- Arianna McLaughlin - Council - Ward 2
- Katie Miller - Council - Ward 3
- Jenna Gillenwater - Recorder
- Melissa Hill - Mayor

2026/M5-002.3 - Meeting Officially Called to Order

The meeting was officially called to order following the roll call and the confirmation of a quorum.

2026/M5-003 - Approval - Agenda & Meeting Minutes (November)

The council reviewed and approved the agenda for the special session. A motion to accept the agenda was made by Arianna McLaughlin and seconded by Wesley Dillard. The motion carried unanimously. The meeting minutes from the previous month were not reviewed during this session and were deferred to the next regular meeting.

2026/M5-003.1 - Agenda - Monthly Meeting

The council reviewed and approved the agenda for the special session. Ariana McLaughlin made the motion to accept the agenda, which was seconded by Wesley Dillard. The motion passed with unanimous consent.

2026/M5-003.2 - Meeting Minutes

The meeting minutes from the previous month were not reviewed during this special session. It was noted that these minutes would be reviewed in the next regular meeting.

2026/M5-004 - Approval Financial Reports - November & December

The council reviewed and approved the financial reports for November and December. It was noted that there were delays due to QuickBooks software issues, but the financial statements were balanced. The council discussed the impact of a 145% increase in garbage collection and tipping fees, which had significantly affected the town's revenue. A motion to accept the financial reports was made by Arianna McLaughlin and seconded by Wesley Dillard. The motion carried unanimously.

2026/M5-005 - Partner Introductions

The meeting provided an opportunity for any partners present to be introduced. This facilitated awareness and collaboration among the council and external stakeholders.

2026/M5-006 - Ongoing Business

The council discussed various ongoing issues and opportunities that required continued attention and action.

2026/M5-006.1 - Non-Compliance - 2001 Ordinance Revision - Municode

The proof of the 2001 Ordinance Revision was reviewed and submitted to Municode by Bowles Rice on January 28. This step was part of the ongoing efforts to ensure compliance with municipal codes.

2026/M5-006.2 - Non-Compliance - 1989 Agreement - Marmet & Town of Chesapeake (WV)

The council addressed the issue of non-compliance with the 1989 Agreement between Marmet and the Town of Chesapeake. The problem highlighted was the inability to make payments as per the 1989 Agreement in 2025. The Administrative Law Judge's decision on October 30, 2025, had declined the town's position. Exceptions to this decision and a brief in support were filed by the counsel for the Town of Chesapeake Sanitary Board, and the matter was under review by the WV PSC Commissioners.

2026/M5-006.3 - Non-Compliance - Sewer Rehabilitation Project - FY2018 & 2020

The council discussed the non-compliance issues related to the Sewer Rehabilitation Project for FY2018 and 2020. The project was part of the October 2018 NPDES Permit Settlement Agreement. The system failures at Lift Station #1 in 2018 and 2020 were noted, and the project aimed to remove outfalls by 2028, relocate Lift Stations #1 and #2, and replace critical sewer line areas. The project had been submitted for funding, and the CPA and legal teams recommended a rate increase. A motion was made to update the contract for Burgess & Niple to move to the design phase.

2026/M5-006.4 - Non-Compliance - MS4 PERMIT - FY2014-Current

The council reviewed the non-compliance issues related to the MS4 Permit, with violations dating back to 2014 due to an incomplete MS4 application. The status of the MS4 Permit applications was on track for submission in January 2026. A motion was approved to pay a fee of $3,413.00.

2026/M5-006.5 - Non-Compliance - Dilapidated Structures - WV DLAP - Demolition

The council discussed the demolition of dilapidated structures under the WV DLAP program. Four properties were approved for demolition in Round #1. For Round #2, proposals for the demolition of 17 properties were due by November 25, 2025. The council leveraged the WV Statewide Contract for ASTAR Abatement for asbestos testing and abatement. Title searches were being conducted by Bowles Rice. A rebid process was conducted to ensure due diligence, resulting in five bids for the demolition of 17 structures. The committee, including the municipal judge and members of the sanitary board, reviewed the bids. The recommendation was to accept the bid from Reclaim Company for $189,280, as it met all qualifications and had the most proof of performance. A motion to accept this recommendation was made by Wesley Dillard and seconded by Katie Miller. The motion carried unanimously. Brian Bowen was tasked with overseeing the rebid process for Round #2. Presented by Brian Bowen, Municipal Judge.

Decision: The council decided to accept the bid from Reclaim Company for $189,280 for the demolition of 17 structures in Round #2.

2026/M5-006.6 - 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 W2s for 2014 and 2015 had been submitted, but the issues remained unresolved. The W2s for 2017 were found and were under legal review, while the W2s for 2019 were missing and also under legal review. The information had been sent to Bowles Rice for further action.

2026/M5-006.7 - Clarification - Meetings - Prayer vs. Moment of Silence

The council discussed the advisory from the City Attorney regarding the conduct of prayers in meetings. It was decided that prayers should be neutral, led by an outside body, and made voluntary to avoid any constitutional violations. A non-sectarian prayer or moment of silence was recommended as the most cautious approach. The council decided to include both a prayer and a moment of silence in the agenda, with the prayer being voluntary, non-sectarian, and not led by council or board members. Letters were mailed to inform relevant parties of this decision.

Information: Mayor reiterated that Council determined that Council nor Board Members would render prayer, but volunteers.

2026/M5-006.8 - Opportunity - Property Donation - Bank/Tow Lot

The council discussed the donation of bank property. The property title was confirmed to be free and clear of any liens. The council needed to approve a $1,000 payment for closing costs. A motion to move forward with the closing was made by Wesley Dillard and seconded by Katie Miller. The motion carried unanimously. Thrasher was requested to conduct an assessment before accepting the donation. This assessment was necessary to explore additional funding opportunities for abatement. The closing of the property was scheduled for the week of the meeting.

Decision: The council decided to move forward with the closing of the bank property donation and approved a $1,000 payment for closing costs. $35 payment to record the deed with Kanawha County Clerk.

2026/M5-006.9 - Compliance Required - WV SB50 - Alignment by 2032

The council discussed the requirements of WV SB50, which mandates municipal elections to be held on the same day as statewide primary or general elections by 2032. The legislation allows municipalities to enter into

agreements with the county commission regarding election logistics and permits adjustments to the terms of elected officials to align with the new schedule. The council planned to gather information, with Kelsh speaking with the County Election Office to ensure compliance.

2026/M5-006.10 - In Compliance - PER Ordinance - Next Election is June 8, 2027

The council confirmed that the next municipal election would be held on June 8, 2027, in compliance with the ordinance. The ordinance specifies that municipal elections occur every four years on the second Tuesday in June, with the elected officials' terms beginning on the first day of July following the election. The elections are held in conformity with West Virginia Code Chapters 3 and 8.

2026/M5-006.11 - Chesapeake VFD

The council will move this discussion to the next meeting.

2026/M5-007 - Citizens Comments

Citizens were given three minutes each to present their comments and questions. Questions related to the agenda were answered during the meeting, while topics not on the agenda were considered for the next meeting.

2026/M5-007.1 - Dissolve Wards 1, 2, &3 - Citizen Request

A citizen presented a request to dissolve the town's wards, arguing that it would improve governance efficiency, reduce administrative costs, and foster greater unity. The council noted that any decision to dissolve election wards would require formal resolution and supporting documentation. The council attorney provided guidance on the legal process for eliminating or reducing wards, emphasizing the need for a formal resolution and council approval. Terri Kincaid presented it on behalf of Wiley's. She was then notified all supporting documentation be submitted to the Recorder. Mayor Hill concluded the discussion to move the meeting into annual training.

2026/M5-008 - New Business

The council addressed new business items that had not been previously established.

2026/M5-008.1 - UKV Mini grant - Kanawha County Commission - Won in 2024

The council discussed the use of a $7,000 Mini grant won in 2024 for beautification projects. The proposal was to use the funds to replace the town hall sign and install flower pot bollards. A motion to approve this use of funds was made by Wesley Dillard and seconded by Arianna McLaughlin. The motion carried unanimously.

Decision: The council decided to use the $7,000 Mini grant for replacing the town hall sign and installing flowerpot bollards.

2026/M5-008.2 - Training - Annual HR Training

The council received an update on the annual HR training conducted by Ashley Burton. The training focused on anti-harassment, anti-discrimination, and ethics. The council was reminded of the importance of treating citizens with respect and maintaining civility in all interactions. The training also included a review of the updated employee manual and policies.

2026/M5-009 - Council Comments

The council members were given the opportunity to make comments and ask questions. It was noted that any items not on the agenda would be added to the next agenda for discussion.

2026/M5-010 - Next Meeting - Sanitary Board Meeting - February 23, 2026

The next Sanitary Board Meeting was scheduled for February 23, 2026, at 5 PM.

2026/M5-011 - Next Meeting - Town Hall/Council Meeting - February 23, 2026

The next Town Hall/Council Meeting is scheduled for February 23, 2026, at 6 PM. The council confirmed this date and time to ensure all members are aware and can prepare for the upcoming session.

Decision: The next Town Hall/Council Meeting will be held on February 23, 2026, at 6 PM.

2026/M5-012 - Adjournment

The meeting was officially adjourned following a motion by Wesley Dillard and a second by Arianna McLaughlin. The council members voted in favor of the motion, marking the end of the session.

Decision: The meeting was officially adjourned.

Minutes

Meeting - Town Hall/Council Monthly Meeting

Town of Chesapeake - Meetings

Date	12/15/2025
Time	6:00 PM - 8:00 PM
Location	Microsoft Teams Meeting; Dr Lisa E Curry Memorial Building
Present	Melissa Hill, Dr Lisa E Curry Memorial Building, Jenna Gillenwater, David Lloyd, Dona Lacy, Arianna McLaughlin, Wes Dillard, Kathey Miller, Katie Miller, Ralph Holbrook, jkelsh@bowlesrice.com, Andrew Roberts
Absent	Ron Petty, Craig Smith
Recorder	Jenna Gillenwater

Agenda

2025/M30-001 - December Town Hall/Council Monthly Meeting

The December Town Hall meeting commenced at 6:00 PM with informal conversations among the participants. The meeting was officially called to order, marking the start of the December Town Hall/Council Monthly Meeting.

2025/M30-002 - Call to Order

The meeting was formally opened, and the council members were asked to rise for a prayer, a moment of silence, and the Pledge of Allegiance. The roll call was conducted, confirming the presence of council members James David Lloyd, Dona Lacy, Wesley Dillard, Arianna McLaughlin, Katie Miller, Jenna Gillenwater, and Mayor Melissa Hill. A quorum was established, and the meeting was officially called to order.

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

The participants were asked to rise for a prayer, a moment of silence, and the Pledge of Allegiance. The prayer emphasized non-coercion, neutrality, and inclusivity, in line with the First Amendment guidelines. The Pledge of Allegiance was recited by all present.

2025/M30-002.2 - Roll Call - Council Members

The roll call was conducted, confirming the presence of the following council members:

- James David Lloyd - Council-at-Large
- Dona Lacy - Council - Ward
- Wesley Dillard - Council - Ward 2
- Arianna McLaughlin - Council - Ward 2
- Katie Miller - Council - Ward 3
- Jenna Gillenwater - Recorder
- Melissa Hill - Mayor

A quorum was established, allowing the meeting to proceed.

2025/M30-002.3 - Meeting Officially Called to Order

The meeting was officially called to order following the confirmation of a quorum. The agenda was reviewed, and it was noted that any unresolved items would remain in ongoing business until addressed.

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

The council reviewed and approved the agenda for the current meeting. David Lloyd made a motion to approve the agenda, which was seconded by Wesley Dillard. The motion passed unanimously. The meeting minutes from the previous month were also reviewed and approved. Katie Miller made a motion to approve the meeting minutes, which was seconded by Wesley Dillard. The motion carried with no opposition.

2025/M30-003.1 - Agenda - Monthly Meeting

The council reviewed and approved the agenda for the current monthly meeting. David Lloyd made a motion to approve the agenda as submitted, which was seconded by Wesley Dillard. The motion passed unanimously.

2025/M30-003.2 - Meeting Minutes

The council reviewed and approved the meeting minutes from the previous month. Katie Miller made a motion to approve the meeting minutes as submitted, which was seconded by Wesley Dillard. The motion carried with no opposition.

2025/M30-004 - Approval Financial Reports - November

The financial reports for November were not submitted during this meeting. It was noted that QuickBooks required an update after the sanitary report was printed. The financial reports will be submitted at the next meeting.

2025/M30-005 - Partner Introductions

2025/M30-006 - Ongoing Business

The council moved on to ongoing business items. It was noted that Kevin Shank, Chief of Police, had resigned. The audit RFP for FY2024 and FY2025 was discussed, and it was confirmed that the Town of Chesapeake, the City of Chesapeake Sanitary Board, and the Chesapeake Volunteer Fire Department would be part of the audit. The forensic accounting partner, Patrick Smith, was approved, and the city attorney would subpoena financial records to proceed with the forensic accounting review.

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

Kevin Shank, Chief of Police, was mentioned, but it was noted that he had resigned. No further discussion took place regarding his welcome.

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

The audit RFP for FY2024 and FY2025 was discussed. It was confirmed that the Town of Chesapeake, the City of Chesapeake Sanitary Board, and the Chesapeake Volunteer Fire Department would be included in the audit. The paperwork for the audit would continue into January. There were no questions from the council regarding the audit.

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

The council discussed the non-compliance issues for FY2020-2023. The forensic accounting partner, Patrick Smith, was approved in the last meeting. The forensic accounting review would begin after the financial records, including bank statements, were subpoenaed by the city attorney. The council was informed that the forensic accounting would address issues related to QuickBooks financials, BB&T credit card statements, court dockets

and fines, police department license plates, court citations, and the police department evidence room inventory. The city attorney would handle the subpoena of financial records.

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

The council received an update on the 2001 ordinance revision. The first proof sheets of the comprehensive municipal code were received and would be reviewed. The council was informed that the municipal code had not been updated since 2001. The updated code would likely be presented for adoption in February or March.

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

The council discussed the 1989 agreement between Marmet and the Town of Chesapeake. The town had requested a $103,000 refund, but the administrative law judge issued a proposed order ruling against the town. An exception was filed, and the case was now before the Public Service Commission (PSC) commissioners. A decision was expected around February of the following year.

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

The council discussed the ongoing sewer rehabilitation project for FY2018 and 2020. The lift station discharge failures from 2018 and 2020 were highlighted, emphasizing the need to remove outfalls by 2028 and relocate critical infrastructure. The project has been submitted for funding to the West Infrastructure Council, with the initial funding package including a 75% grant and a 25% bond. The preliminary engineering report has been completed, and the final design will be submitted for approval. The council stressed the importance of addressing these issues promptly to prevent further complications.

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

The council discussed the MS4 permit non-compliance issues dating back to 2014. The West Virginia Department of Environmental Protection (WV DEP) had opened applications for the MS4 permit, and the town was on track to submit the application by January 2026. The council was informed that the town was responsible for ensuring clean water flowed into the stormwater system.

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

The council discussed the demolition of dilapidated structures. The first round of demolitions for four properties was approved, and the RFP for the second round, involving 17 properties, was due on November 25, 2025. The town was leveraging the WV Statewide Contract for asbestos testing and abatement. The project was extended to June 2026, and the first reimbursement from the grant was received.

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

The council discussed playground safety issues. Non-compliant equipment at 116th St & Kanawha was removed, and the Annex Playground was to receive rubber mulch through partner support. The council was informed that the playground safety measures were ongoing.

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

The council discussed the IRS civil penalties for the years 2014, 2015, 2017, and 2019. The W2s for 2014 and 2015 were submitted, and the IRS acknowledged receipt. The W2s for 2017 were found and would be reviewed by legal and CPAs. The W2s for 2019 were missing and would also be reviewed. The council was informed that the penalties amounted to approximately $52,000.

2025/M30-006.11 - Contract - Treasurer

The council discussed the ongoing search for a suitable candidate for the treasurer position. The role had been separated from the recorder position, and the town attorney assisted with the search.

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

The council discussed the issue of prayer versus a moment of silence in meetings. The city attorney advised that prayers should be neutral, voluntary, and led by an outside body to avoid any constitutional violations. The council agreed to move forward with a moment of silence and extended invitations to community members to lead prayers. Council members would not lead prayers. Wesley Dillard made a motion to move forward with this approach, which was seconded by Katie Miller. The motion carried.

Decision: The council agreed to move forward with a moment of silence and extend invitations to community members to lead prayers. Council members would not lead prayers.

2025/M30-006.13 - Opportunity - Property Donation - Bank/Tow Lot

The council discussed the opportunity for a property donation involving a bank/tow lot. Thrasher, funded by the Kanawha County Commission and EPA funds, would conduct an assessment before the town accepted the donation. The assessment would include evaluating the removal of tanks and asbestos testing. The donation application had been signed, but the town would not take over the property until Thrasher completed their evaluation.

2025/M30-006.14 - Compliance Required - WV SB50 - Alignment by 2032

The council discussed the compliance requirements of WV SB50, which mandates that municipal elections be held on the same day as statewide primary or general elections by 2032. The town would need to align its election schedule accordingly and could enter agreements with the county commission regarding election logistics. The council was informed of the statutory limits and procedural requirements for compliance.

2025/M30-006.15 - Opportunity - Kanawha County Commission - Brownfields & Redevelopment

The council discussed the Kanawha County Commission's sponsored project for EPA compliance related to brownfields and redevelopment. The project involved assessing, testing, and making recommendations for all service/filling station properties, commercial buildings, and Town of Chesapeake properties. The council was informed that the assessments would provide opportunities for redevelopment and reuse.

2025/M30-006.16 - Non-Compliance - Council and Board Members as Contractors

The council discussed the non-compliance issues related to council and board members acting as contractors. The WV Ethics Act requires transparency, full disclosure, and competitive bidding for public contracts. The council committed to full compliance with WV Code §§21-11 and 6B-2-5, avoiding any appearance of conflict of interest in contracting or permitting decisions.

2025/M30-006.17 - 2023 Meeting Minutes

The council discussed the 2023 meeting minutes related to the election ordinance. The rough draft of the ordinance was reviewed, but it was not executed, and the exact language was not presented. The council decided that there was not enough information to amend the election schedule. Wesley Dillard made a motion to decline the 2023 meeting minutes as submitted, which was seconded by Arianna McLaughlin. The motion carried.

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

The council confirmed that the next election would be held on June 8, 2027, in accordance with the existing ordinance. There was no need for a motion as there were no changes to the election schedule.

2025/M30-007 - New Business

The council moved on to new business items. The resolution for the WV Checkbook was discussed. The council acknowledged the delay in providing financial data to the WV Checkbook deployment team due to incomplete data from the previous administration. The council agreed to review personnel emails and requests in an executive session if needed. The resolution acknowledged the delay and aimed to address the incomplete financial data.

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

The council discussed the unresolved financial transactions from FY2020-2023. The previous administration failed to provide the required transaction details to the WV Checkbook deployment team. The council agreed to review personnel emails and requests in an executive session if needed.

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

The council discussed the request for disbursement from the Chesapeake Volunteer Fire Department for the WSB annual insurance payment. The council requested supporting documentation, including the original invoice and policy details, as there were discrepancies in the policy numbers. The council agreed to move forward with the payment pending receipt of the required documentation. Wesley Dillard made a motion to approve the payment, which was seconded by David Lloyd. The motion carried.

Decision: The council decided to request supporting documentation for the insurance policy, including the original invoice and policy details.
Decision: The council decided to move forward with the payment pending receipt of the required documentation.

2025/M30-007.3 - Training - Annual HR Training

The annual HR training for harassment, discrimination, and ethics was discussed. The HR consultant could not attend the meeting and would reschedule the training for January.

2025/M30-008 - Council Comments

The council members were given an opportunity to make comments and ask questions. It was noted that any items not on the agenda would be added to the next agenda.

2025/M30-009 - Citizens Comments

Citizens were given three minutes each to make comments and ask questions. The council and legal representatives would respond based on the agenda and ordinances. Comments included concerns about the prayer policy, demolition bids, and the sewer rehabilitation project. The council addressed these concerns and provided updates on the ongoing projects.

2025/M30-010 - Next Meeting - TBD

The next meeting was tentatively scheduled for the fourth Monday in January. The council wished everyone a Merry Christmas and Happy New Year.

2025/M30-011 - Adjournment

The meeting was officially adjourned. A motion to adjourn was made and carried, marking the end of the December Town Hall/Council Monthly Meeting.

Town Of Chesapeake
Profit & Loss
January 2026

		Jan 26
Ordinary Income/Expense		
Income		
Other Types of Income		
Miscellaneous Revenue		186.26
Total Other Types of Income		186.26
REVENUES		
301 Property Taxes KC Sheriff		5,598.06
304 Excise Tax on Utilities		1,567.47
305 Business & Occupation Tax		22,834.72
306 Wine & Liquor Priv TAX WLP		25.31
320 Fines, Citation & Court fee		100.00
325 License		315.00
326 Building Permit Fees		80.00
330 IRP Fees (Interst Reg Plan)		147.19
341 Municipal Service Fees		8,462.59
377 Greenbrier Table LOTTGRNBRI		17.53
380 Interest on Investments		43.68
396 Table Game Lott LOTTBLGAME		870.30
397 Video Lottery (LVL)		415.97
399 Misc Revenues		
Recyle	198.00	
Trash Pickup	40.00	
Total 399 Misc Revenues		238.00
Total REVENUES		40,715.82
Total Income		40,902.08
Gross Profit		40,902.08
Expense		
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	76.41	
City Council Stipend	875.00	
Total 410 City Council		951.41
440 City Hall		
Auto	43.95	
Bank charges	51.38	

Town Of Chesapeake
Profit & Loss
January 2026

		Jan 26
Contract Services		
Contract Service Messaging	63.70	
Contract Service Printing	60.00	
IT support	40.00	
Payroll Processing Fees	354.75	
Telephone	1,761.30	
Total Contract Services		2,279.75
Fuel		954.37
Late Fees		57.54
Legal & Professional Services		
CPA Services	1,200.00	
Inspection Fees	1,114.00	
Legal Fees	2,665.00	
Legal & Professional Services - Other	200.00	
Total Legal & Professional Services		5,179.00
Office Expenses		475.50
Office supplies		122.29
Out of pocket Expenses		440.47
Payroll Expenses -City Staff		3,372.00
Payroll Taxes- City Staff		328.78
Pest Control		114.00
Postage		45.55
Printing Expenses		65.92
Safety Supplies		980.57
Training & Education		300.00
Utilities		
Electricity		
Annex Bldg	1,527.73	
Total Electricity		1,527.73
Gas		
Gas Town Hall	960.46	
Total Gas		960.46
Water		
Annex Bldg	44.72	
Town Hall	46.67	
Total Water		91.39
Total Utilities		2,579.58

Town Of Chesapeake
Profit & Loss
January 2026

		Jan 26
Workers Comp Premium		485.50
Total 440 City Hall		17,876.15
CAPITAL PROJECTS EXPENDITURES		
Waste Water Improvement Project		7,852.00
Total CAPITAL PROJECTS EXPENDITURES		7,852.00
Internet services		160.00
Total GENERAL GOVERNMENT EXPENDITURES		27,646.94
HEALTH & SANITATION		
800 Garbage Dept		
Contract Services (Billing PSD)		1,604.53
Interest Paid		117.03
Payroll Expenses City Services		12,103.39
Payroll Taxes City Services		1,180.08
Refuse Fees		
Bulk	1,016.83	
Container Service Fees	164.41	
Total Refuse Fees		1,181.24
Total 800 Garbage Dept		16,186.27
Total HEALTH & SANITATION		16,186.27
PUBLIC SAFETY EXPENSE		
700 POLICE DEPT		
Judge Payroll Tax		24.38
Judge Salary		250.00
Payroll Reimbursement		658.40
Police IT Computer		3,424.64
Police Payroll Tax		335.40
Police salaries		3,440.00
Total 700 POLICE DEPT		8,132.82
Total PUBLIC SAFETY EXPENSE		8,132.82

Town Of Chesapeake
Profit & Loss
January 2026

	Jan 26
STREET & TRANSPORTATION	
752 Electricity School Flashers	16.65
Total STREET & TRANSPORTATION	16.65
Total Expense	51,982.68
Net Ordinary Income	-11,080.60
Net Income	**-11,080.60**

Town Of Chesapeake
Income by Customer Summary
January 2026

	Jan 26
A&P Plumbing	120.00
AdT	24.39
Appalachian Power (Customer)	13,010.49
Best Buy Health DBA Greatcalls	0.67
Beverly-Garten Johnson	61.45
Big Tony's Construction	20.00
Carl Christian	20.00
Cebridge	728.02
Childress Jonathan	20.00
Comm-Core LLC	0.50
CSC Wireless LLC	1.44
Elizabeth Innuso	61.45
Frontier	28.97
HDL Software	204.37
Jes Construction	120.00
Kanawha Public Service	9,167.02
Metro PCS	0.05
P&E Services	120.00
River Point LLC	3,589.85
RMR Charleston	198.00
Ron Petty	100.00
Sheriff Kanawha County	5,598.06
Standard Eterminating	15.00
T-Mobile Northeast LLC	18.96
WV Treasury	1,476.30
TOTAL	**34,704.99**

Town Of Chesapeake
Balance Sheet
As of January 31, 2026

	Jan 31, 26
ASSETS	
Current Assets	
Checking/Savings	
American Rescue Act	124,086.23
Bonding Commitment	11,034.37
Change Drawer	157.05
Chesapeake Disposal Account	1,488.00
Chesapeake Fire Fee Account	25.00
Garbage & Sewer	3,030.06
GF City National Bank 3019	54,356.81
Opiod Fund Account	5,025.00
Petty Cash	125.00
Police Fund	25.00
Total Checking/Savings	199,352.52
Accounts Receivable	
Accounts Receivable	15,102.50
Total Accounts Receivable	15,102.50
Total Current Assets	214,455.02
TOTAL ASSETS	**214,455.02**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	107,503.78
Total Accounts Payable	107,503.78
Other Current Liabilities	
Bond from WV	11,034.37
Direct Deposit Liabilities	180.70
Payroll Liabilities	10,103.25
Poca Valley Bank Loan Account	-43,197.98
Sewer Collection Account	-36,496.84
Total Other Current Liabilities	-58,376.50
Total Current Liabilities	49,127.28
Total Liabilities	49,127.28

Town Of Chesapeake
Balance Sheet
As of January 31, 2026

	Jan 31, 26
Equity	
Opening Balance Equity	77,871.93
Retained Earnings	98,536.41
Net Income	-11,080.60
Total Equity	165,327.74
TOTAL LIABILITIES & EQUITY	**214,455.02**