Monday

29

Jun 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/M16-001 | Town Hall/Council Monthly Meeting

Melissa Hill

Welcome

- For Information

2026/M16-002 | Call to Order

Melissa Hill

Open Meeting

- For Decision

2026/M16-002.1 | 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

2026/M16-002.2 | Roll Call - Council Members

Jenna Gillenwater

- Vacant - 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
- Vacant - Ward 3
- Jenna Gillenwater - Recorder
- Melissa Hill - Mayor

- For Decision

2026/M16-002.3 | Meeting Officially Called to Order

Melissa Hill

- For Decision

2026/M16-003 | Approval - Agenda

Melissa Hill

- Approve - Today's Agenda

- For Decision

2026/M16-003.1 | Agenda - Monthly Meeting

Melissa Hill

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

- For Decision

2026/M16-004 | Public Hearing - Next Meeting

Jenna Gillenwater
Melissa Hill

All public hearings will be scheduled at the beginning of Town Hall/Council Meetings

- For Decision

2026/M16-005 | Approval - Meeting Minutes

Jenna Gillenwater
Melissa Hill

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

- For Decision

2026/M16-006 | Approval Financial Reports

Melissa Hill

Council reviews and approves Financial Reports

- For Decision

2026/M16-007 | Partner Introductions

Melissa Hill

Any partners in the meeting that need to be introduced

- For Information

2026/M16-008 | Ongoing Business

Melissa Hill

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

- For Information

2026/M16-008.1 | 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 Information

2026/M16-008.2 | 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

2026/M16-008.3 | 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 - determined records

needed
Next Steps: Patrick Smith, PLLC will review City National Bank statements for FY2020-2023 Forensic

- For Information

2026/M16-008.4 | AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE TOWN OF CHESAPEAKE; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING FOR THE MANNER

Melissa Hill

This ordinance is presented for its first reading. A public comment hearing will be conducted immediately prior to the next regular meeting of the Town Council, at which time the ordinance will be considered for its second reading and possible adoption.

- For Decision

2026/M16-008.5 | Non-Compliance - 1989 Agreement - Marmet & Town of Chesapeake (WV)

Melissa Hill
jkelsh@bowlesrice.c...

Problem - Cannot pay per 1989 Agreement in 2025

- Administrative Law Judge Decision - 10/30/25 - Declined
- Waiting for WV Public Service Commission Review

- For Information

2026/M16-008.6 | Non-Compliance - Sewer Rehabilitation Project - FY2018 & 2020

Melissa Hill
Isaac Fadiga

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 - Approved
Update: Loan part of funding can be used for inline Magmeter installation in Industrial Area and at Plant
Update: Industrial Area Review

- For Discussion

2026/M16-008.7 | 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
Status: Permit Fee Paid
Letter of Intent - Filed - Accepted

- For Information

2026/M16-008.8 | Non-Compliance - Dilapidated Structures - WV DLAP - Demolition

Melissa Hill
Jenna Gillenwater

- 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

Status: Notice of Intent to Contract - Round #2 - Emailed & Mailed
Next Steps: Contract with winner
Approved: Round #1 - Round #2
Starting at 115th St.
Update: Demolition Approved and in Progress

- For Information

2026/M16-008.9 | Non-Compliance - Playground Safety

Melissa Hill

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

Status: Rubber Mulch Ordered
Status: 116th St. Dismantled - will evaluate property after Sewer Lift Station removal
Update: 116th St. Basketball Court will be demolished as part of moving Lift Station #2
Mulch Project: On schedule - Annex playground

- For Information

2026/M16-008.10 | Non-Compliance - IRS Civil Penalties - 2014, 2015, 2017, 2019

Melissa Hill

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

Status: Bowles Rice Reviewing
Status: 2014 W2's submitted to IRS - Response monthly is under review
Status: Work in progress

- For Information

2026/M16-008.11 | Round #2 - Task Order & Contract - Change Acknowledgement

Melissa Hill

- Change Request - Round #2 - Reclaim Co.

- For Decision

2026/M16-008.12 | Compliance Required - WV SB50 - Alignment by 2032

Melissa Hill
jkelsh@bowlesrice.c...

- 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
- HB5622 - Draft Legislation
- City Attorney Advises
- How to move forward

- For Information

2026/M16-008.13 | 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

Status: Bank / Tow Lot Report Complete
Decision: Need General Contractor Estimates for Compliance Renovation vs. Demolition

- For Information

2026/M16-008.14 | In Compliance - PER Ordinance - Next Election is June 8, 2027

Jenna Gillenwater

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

2026/M16-008.15 | 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 Information

2026/M16-008.16 | Compliance - Chesapeake VFD

Melissa Hill

WSB Insurance - Invoice Received
Remaining Balance Due:

- For Discussion

2026/M16-008.17 | Rate Review - Sewer Suggested 31% Increase

jkelsh@bowlesrice.c...

- Stormwater System - Need Sewer Stormwater System Separation - runoff has infiltrated the sewer system in residential area
- Loss of Commercial Outside Billing - 2020 - Average $8,000 per month (still validating)
- Unmetered Flow - Commercial Area (still validating)
    - **Monthly Flow:** 1,000,000 gallons/month
    - **Daily Average Flow: ≈ 33,333 GPD**
    - **Equivalent: ≈ 0.033 MGD**
- Sewer Services - Due to the cost of "actual cost" of providing service, rehabilitation project (7%), excessive flow, and unmetered flow
    - Evaluating Phase I Rehabilitation
    - Project Team will meet - Engineering, CPA, RIC, Legal, Operations, & Board
    - Residential, Commercial, & Industrial Customer Review

- Garbage Collection - 30% Increase - Landfill Tipping Fees and Livable Wages
  - Initial increase - $40 per ton to $98.10 per ton
  - Now - $52.12 per ton
- Decision must be made within next 3 months

- For Discussion

2026/M16-008.18 | Energy Efficiency Grant - Notice to Proceed

Melissa Hill

- Total Grant - $34,830.00
- Window World Quote - $34,795
- 50% Deposit - Coal Severance ($4,000) + Opioid ($5,000) + General Fund ($8,397.50)
- Grant will reimburse at Completion/Invoice at completion of install
- **Update**: Windows Installed. Final Payment. Reimbursement requested

Decision: Money comes back in through WV Grant Line Item -
Decision: Use Funds for continued Demolition & Property Maintenance

- For Decision

2026/M16-008.19 | Council & Board - Municipal Services Training - Next Training Date

This will help with understanding services paid for and execution
Council responsibilities - Ordinances & Budget to Execute
Board responsibilities - Operating per Ordinance & Budget
Next Training Date?

- For Decision

2026/M16-009 | New Business

New Business not previously established

- For Information

2026/M16-009.1 | FY2025-2026 - Budget Revision

Due - June 30, 2026

- For Decision

2026/M16-009.2 | QuickBooks - Desktop 2023 - Upgrade

Approved - Update on Cost
Acknowledgement

- For Decision

2026/M16-009.3 | QuickBooks - Online Version

Cost
Decision: Approve Cost

- For Decision

2026/M16-009.4 | Feral Feline Rescue - Demolition 2026

Number of cats and kittens in dwellings being torn down
Will check for ownership
Will work with Animal Control & Rescue Partners to fix and rehome
Decision: Temporary Capture & Rehome Cats & Kittens

- For Decision

2026/M16-009.5 | Billing Compliance per Ordinance - All Property Owners and Tenants as of July 1, 2026

- Exemptions - set by previous Administration - restore billing
  - Garbage Collection
    - All Churches & Nonprofits - Tax Exemption is not Fee Exemption
    - Sewer Disconnection - Continue to Bill for Garbage Collection
  - Review back billing for all entities deemed exempt with no supporting Ordinance nor Council approval

Decision: Motion to approve compliance billing

- For Decision

2026/M16-009.6 | Compliance: Utility Billing - Property Owner or Tenant on Lease

- For Decision

2026/M16-009.7 | Compliance: Municipal Resilience Fee

Authorize the creation of a Municipal Resilience Fee under W. Va. Code §8-13-13, which gives the Town plenary authority to impose reasonable fees on the users of essential or special municipal services. The fee would establish a dedicated, restricted revenue source for the Town's public-safety and emergency-preparedness functions — police protection, fire protection, emergency medical and rescue services, and emergency management and disaster readiness — defined broadly so the proceeds are not limited to police and fire alone. Sewer and refuse services are excluded, as those remain under Public Service Commission jurisdiction. Previous Fee - Discharged in FY2024 - July 1 - Written, approved, and billed to Citizens under Business & Occupation Tax. No Public Hearing nor Level II Notice.

Decision: Ordinance for Municipal Resilience Fee

- For Decision

2026/M16-009.8 | Compliance: Residential, Commercial, Industrial, Vacant, & Empty properties

Compliance for a residential, commercial, vacant, and empty properties under 150 CSR 5, WV Building Codes (2018), and Building Codes really comes down to a handful of touchpoints. Here's how they map for a commercial customer in your system.

Classification. The building has to be correctly classed. Commercial service covers any separate business enterprise occupying space for its exclusive use — stores, offices, hotels, garages, churches, and so on (§1.7.d). For a mixed-use structure (someone living above a shop, for instance), the predominate use of water governs whether it's residential or commercial (§1.7.m). Misclassification is the most common quiet compliance problem because it drives the wrong rate and the wrong deposit.

- Building
- Renovation

- For Decision

2026/M16-009.9 | Accept Resignation of James D. Lloyd - Council-at-Large

Dated: March 26, 2026

- For Decision

2026/M16-009.10 | Council-at-Large Seat Open

All interested contact the Recorder at townhall@chesapeakewv.gov
Will make decision in July 2026 Meeting
Decision: Approve the opening of the seat

- For Decision

2026/M16-009.11 | Council Seat Open - Ward 3

All interested contact the Recorder at townhall@chesapeakewv.gov
Will make decision in July 2026 Meeting
Decision: Approve the opening of the seat

- For Decision

2026/M16-009.12 | Accept Resignation of William C. Smith - Council - Ward 3

Requested time through January 2026 to determine availability
No response to date

- For Decision

2026/M16-009.13 | Compliance - Register Vacant Properties

Decision: Start Registration
Decision: Ordinance Review

- For Decision

2026/M16-009.14 | Compliance - Register Rental Properties

Decision: Start Registration
Decision: Ordinance Review

- For Decision

2026/M16-009.15 | Resignation - Officer Colon - Pending 3rd Party Incident Report

The Mayor reports the following completed personnel action for the information of Council:

- A resignation was submitted by Officer Mark J. Colon of the Chesapeake Police Department on June 6, 2026, and was received,

accepted, and processed by the Mayor the same day. Department-issued equipment was collected and the officer was released the same date.
- The Town has satisfied its mandatory reporting obligation to the West Virginia Law Enforcement Professional Standards (LEPS) Program under W. Va. Code §30-29 and W. Va. Code R. §149-2, having submitted the required Personnel Change in Status notification on June 12, 2026 — within the ten-day window following separation.

A related matter remains under review. The Town is gathering information from the appropriate agencies and will complete its compilation by June 30, 2026. **No Council action is required at this time.** A further update will be provided at the July regular meeting.

- For Information

2026/M16-009.16 | Storage Container - Behind Annex

Approve: 8 x 20 - underlayment and on block
Mountains of Hope Outreach & Kanawha County Starting Points Family Support Center - Storage of mats and all
Town of Chesapeake (WV) will acquire and install one for chairs and annex storage

- Decision to acquire storage for Town will be approved at a later date

Decision: Installation of 2 storage containers behind Dr. Lisa E. Curry Memorial Building Annex

- For Decision

2026/M16-009.17 | Beautification: Community Gardens

Melissa Hill

- Open grass area beside the Annex
- Town Hall Grass Front - Landscaping and Raised Beds in Gravel Area
- Bank Lot continued cleanup and flowers
- City Yard - Annuals

Decision: Truckloads of Compost - Free - picked up after 5:30 PM - 4 miles beyond Corridor G
Information: Master Gardner will provide/share many plants and help

- For Decision

2026/M16-009.18 | NAJ LLC - Property Donation

Will follow up in August Meeting

- For Discussion

2026/M16-009.19 | Cotton Alley - Utility & Wellness Zones

Convert to Local & Utility Traffic Only
Strategy & Cost in August Meeting

- For Discussion

2026/M16-009.20 | 3 Quotes - Utility Alley Sod, Underlayment, & Gravel

All utility alleys

- For Decision

2026/M16-009.21 | 3 Quotes - Grass Cutting

- Facilities - Town Owned
- Vacant Properties - bill back and liens to property owners

- For Decision

2026/M16-009.22 | Signage - Vacant Property

- For Decision

2026/M16-010 | Next Meeting - 4th Monday - July 27, 2026

Melissa Hill

Sanitary Board - July 27, 2026, at 5 PM
Town Hall/Council - July 27, 2026, at 6 PM

- For Information

2026/M16-011 | 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	5/26/2026
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, Dona Lacy, Ron Petty, Arianna McLaughlin, Wes Dillard, Kathey Miller, Katie Miller, jkelsh@bowlesrice.com
Absent	
Recorder	Jenna Gillenwater

Agenda

2026/M14-001 - May Town Hall/Council Monthly Meeting & Public Hearing - Sewer Rehabilitation Project

The meeting convened for the May Town Hall Monthly Meeting and public hearing on the sewer rehabilitation project. Attendance materials were circulated before the formal opening, and the mayor prepared the room for the official call to order and the required opening procedures.

2026/M14-002 - Call to Order

The mayor formally opened the meeting at 6:04 PM. The opening sequence moved directly into the invocation, pledge, and roll call before the meeting was declared officially in order.

2026/M14-002.1 - Prayer, Silence, & Pledge

Those present rose for the opening prayer, followed by the Pledge of Allegiance. The invocation asked for guidance for the meeting and for the community's leaders before the room proceeded into the formal business portion of the session.

2026/M14-002.2 - Roll Call - Council Members

Roll call was taken for council participation. The names audibly reflected in the record included Ron Petty, Dona Lacy, Melissa Hill, Arianna McLaughlin, Katie Miller, Wesley Dillard and Jenna Gillenwater.

2026/M14-002.3 - Meeting Officially Called to Order

Following the opening formalities and roll call, the meeting was declared officially in order.

2026/M14-003 - Approval - Agenda

Council reviewed the evening agenda with the reminder that several items had changed and that the public hearing on the sewer rehabilitation project would be the meeting's central purpose. A motion was made and seconded to approve the agenda, and the chair called for questions before taking the vote.

Decision: The agenda for the evening meeting was approved by motion, second, and affirmative vote.

2026/M14-003.1 - Agenda - Monthly Meeting

The monthly meeting agenda was brought forward for formal approval. No amendments were recorded in the available excerpt before council voted to proceed with the posted business.

2026/M14-004 - Public Hearing - Sewer Rehabilitation Project

The floor was turned over for the public hearing on the sewer rehabilitation project, with participation from project partners, City Attorney James Kelsh, engineering representatives Isaac Fadiga and Mason Carroll, Mayor Hill, and Recorder Jenna Gillenwater. The hearing was presented as a funding requirement and as a project-visualization session tied to the town's compliance obligations.

The engineering presentation explained that the project is intended to meet DEP consent-order requirements by reducing stormwater infiltration into the sewer system and eventually eliminating overflow discharges into the stream. The speaker said there are overflow pipes at each of the five lift stations, and that the system currently releases sewage when excess water enters the network. The work was framed as both a rehabilitation effort and a compliance response focused on safer operation and eventual removal of the overflows.

The project was described as a phased program built around available grant eligibility. Grant support was discussed as 2,000,000 dollars in total, combining 1,000,000 dollars from one source and 1,000,000 dollars from infrastructure-council funding, with each phase structured at roughly 4,000,000 dollars. The more detailed cost estimate presented later put phase one at 4.7 million dollars and phase two at 4.0 million dollars, inclusive of construction, permitting, and associated work.

Phase one was mapped around lift stations 1 and 2 and related line replacement, with Nancy Avenue highlighted as a frequent backup area where the town reportedly has a broken pipe and has needed recurring jetting service about once a month or more. Both lift stations 1 and 2 would also be relocated. Lift station 1 would move off the creek bank onto a recently acquired dilapidated property so the new station is no longer in the creek area, while lift station 2 would be repositioned near the park to shift the park footprint forward and place the pump station closer to the river.

Phase two was presented as the remaining work for stations 3, 4, and 5 and their associated lines. Venable was specifically identified for line replacement, and a substantial portion of the grid near lift station 4 was described as needing replacement or rehabilitation. The gravity line feeding lift station 5 was also included in the explanation. Blue lines on the project map were identified as force mains that would be replaced along with pump-station work, while some red-line areas were described as smaller hot spots the town might handle separately if feasible.

The basis for project selection came from a prior sanitary-sewer evaluation by Chapman Technical, including camera work and smoke testing, which the current team said it validated in the field before prioritizing the worst areas. The anticipated schedule was to complete phase-one design by the end of the year or early the following year, bid the work shortly after, begin construction in spring or summer 2027, and finish in early 2028 after roughly a year of work. A later review would measure whether phase one delivered the intended results before priorities were confirmed for phase two, which was discussed as extending into the 2030 to 2035 period.

Residents asked whether rate increases would result from the project. The response was that the exact increase was not yet known because the town first needed an operational rate adjustment separate from the project debt component. The presentation emphasized that the sanitary system is collecting less revenue than it is paying to Marmet for treatment, and that substantial inflow appears to be entering between the lift-station meter and the Marmet line meter from an unincorporated area. That discussion tied the rate question not only to capital costs but also to unresolved operating losses and possible unmetered or underbilled flow.

The financial explanation drew a distinction between the operating increase and the project-related increase. The debt component for phase one was described as comparatively smaller, tied to 2,000,000 dollars over a 30-year period, while the larger issue remained operating cost recovery. Loan terms were characterized as favorable, at 40 years and one-quarter of 1 percent, which the speakers said would help keep rates flexible. It was also noted that more grant opportunities may be available for phase two because some funding cycles only open once per year and could not be pursued in time for the current phase-one schedule.

A substantial portion of the hearing focused on median household income data and grant eligibility. The engineering team stressed that surveys matter because loan and grant levels are tied to community income measures. They cautioned that incomplete participation can make the community appear wealthier on paper and reduce grant eligibility, and they explained that some survey programs require very high participation, including examples as high as 90 percent response. Discussion followed on whether an independent survey could be created, how information would be collected, and the need for outside administration if funding agencies require third-party handling.

The broader financial discussion acknowledged that the town lacks the population density that makes utility burdens easier to distribute. Participants discussed business-license revenue, redevelopment constraints, parking limitations, and the difficulty of creating room for commercial activity within residential areas. Demolition and property-

assessment work was described as part of the longer-term effort to create usable sites, but speakers emphasized that the sewer project itself is a mandate rather than a discretionary improvement.

The mayor underscored that the system dates to 1964, that there had been essentially no maintenance from inception, and that the town is addressing accumulated failures rather than a recent isolated issue. The compliance pressure was tied to flooding, prior discharge events, and enforcement exposure. A penalty amount of 100,000 dollars in overages was referenced as part of the consequence of not moving forward, along with the statement that projected progress had fallen behind a 2023 expectation and that the sanitary board had not been functioning during part of that period.

At the close of the hearing portion, the engineering representative Isaac Fadiga stated that the hearing satisfied the funding agencies' requirement for the facilities-plan package. The attendance sheet and public notice materials were to be added to the report, after which the final package would be sent to DEP so the project could move into design and later submission of plans and specifications. No separate council vote was recorded in the available excerpt to open or close the hearing.

2026/M14-005 - Public Hearing - Council & Board Response

After public questions, council was invited to comment on what had been presented. The discussion reflected general support for the project moving forward and recognition that the hearing had addressed the funding agencies' procedural requirement, but the available excerpt does not capture a separate formal council response or vote beyond that acknowledgement.

2026/M14-006 - Approval - Meeting Minutes

A motion to approve the meeting minutes for April was made, seconded, and approved by voice vote without opposition.

Decision: The April meeting minutes were approved.

2026/M14-007 - Approval Financial Reports

Financial reports were reviewed, a motion to approve was made, seconded, and approved by voice vote without opposition.

Decision: Financial reports for April were approved.

2026/M14-008 - Partner Introductions

Participants present for the sewer hearing were introduced in functional terms, including engineering representatives Isaac Fadiga and Mason Carroll, City Attorney James Kelsh, Mayor Melissa Hill, and Recorder Jenna Gillenwater as participants in that portion of the meeting.

2026/M14-009 - Ongoing Business

Ongoing business in the available excerpt centered almost entirely on the sewer rehabilitation project and related compliance, funding, and rate concerns. Discussion touched on long-running infrastructure failures, grant strategy, redevelopment constraints, and the broader fiscal challenge of operating and repairing a system serving a small customer base.

2026/M14-009.1 - Clarification - Meetings - Prayer vs. Moment of Silence

The meeting opened with a spoken prayer followed by the Pledge of Allegiance. No separate council discussion, legal clarification, or formal consideration took place on prayer versus a moment of silence under this agenda item during the recorded proceedings.

2026/M14-009.2 - Audit RFP - FY2024 & FY2025

The audit discussion focused on the difficulty of reconciling town finances while prior records remain incomplete. The mayor said the books currently show a negative position of 225,000, while also indicating that numerous transactions were either not reported correctly or not reflected in financial statements, including activity that should have been moved through the general fund.

2026/M14-009.3 - Non-Compliance - FY2020-2023 - Audit Table - Contract - Forensic Accounting

Discussion of forensic accounting remained part of the broader financial-reconciliation narrative rather than a new vote during this meeting. The mayor described missing transaction coding, incomplete reporting, and unresolved deposits as reasons a formal acknowledgment resolution would likely be needed before a fuller forensic review could update the record.

2026/M14-009.4 - Non-Compliance - 2001 Ordinance Revision - Municode

The item centered on the town's sewer rehabilitation effort as the immediate compliance priority and on the broader need to address longstanding municipal obligations. The agenda context reflected that final publishing had been targeted for December 2025 and that final edits were returned to Municode in March 2026.

2026/M14-009.5 - Non-Compliance - 1989 Agreement - Marmet & Town of Chesapeake (WV)

The sewer-hearing discussion referenced the town's payments to Marmet for treatment and the ongoing mismatch between treatment costs and sewer revenue. However, the excerpt did not contain a distinct discussion of the 1989 agreement itself or any formal action tied to that item.

2026/M14-009.6 - Non-Compliance - Sewer Rehabilitation Project - FY2018 & 2020

This item was the core subject of the meeting's public hearing. The discussion tied the rehabilitation work to overflow discharge problems at all five lift stations, to prior flooding and system-failure concerns, and to the need to remove overflow points by correcting infiltration, replacing failing lines, and relocating vulnerable pump facilities.

The hearing described phase one as lift stations 1 and 2, Nancy Avenue repairs, and associated force-main work, followed by phase two for stations 3, 4, and 5. Costs were presented as 4.7 million dollars for phase one and 4.0 million dollars for phase two, with design targeted by the end of the year or early next year, bidding shortly after, construction beginning in spring or summer 2027, and phase-one completion expected in early 2028.

2026/M14-009.7 - Non-Compliance - MS4 PERMIT - FY2014-Current

Mayor Hill reported that the town submitted the MS4 application the previous month and paid approximately 3,300 in associated fees. She explained that the violation traces back to earlier incomplete submissions and that the permit issue remains part of the town's broader environmental-compliance backlog.

2026/M14-009.8 - Non-Compliance - Dilapidated Structures - WV DLAP - Demolition

Demolition and redevelopment came up indirectly during the hearing as part of the town's effort to create room for infrastructure relocation and future business growth. The newly purchased dilapidated property next to lift station 1 was identified as the relocation site for the new pump station once the existing structure is removed, and broader demolition activity was discussed as part of making additional parcels usable over time.

2026/M14-009.9 - Non-Compliance - Playground Safety

The hearing referenced the town park only in connection with the planned relocation of lift station 2. The concept described was to shift the park footprint forward and place the pump station closer to the river, but no separate playground-safety discussion was captured in the available record.

2026/M14-009.10 - Non-Compliance - IRS Civil Penalties - 2014, 2015, 2017, 2019

The IRS penalties item was discussed as an unresolved compliance matter tied to missing or incomplete W-2 records. Mayor Hill stated some records had been located, but key years still require legal and accounting review.

2026/M14-009.11 - Opportunity - Property Donation - Bank/Tow Lot

Property assessment and reuse potential were discussed in broad terms during the exchange about attracting businesses and expanding the tax base. Participants referred to outside assessment work on properties and to the need to understand where redevelopment and future business placement are realistically possible within the town's physical constraints.

2026/M14-009.12 - RESOLUTION NO. 20260323-Demolition Round #1 & #2 Update

Signed in previous meeting. Demolition is on track to begin in June and complete by July 31st.

2026/M14-009.13 - Compliance Required - WV SB50 - Alignment by 2032

Mayor Hill discussed state election-alignment requirements and said the town is working through legal advice on how to update its ordinance to remain compliant by 2032

2026/M14-009.14 - Opportunity - Kanawha County Commission - Brownfields & Redevelopment

Redevelopment capacity was discussed as part of the town's longer-term response to fiscal pressure. Participants referenced the need to evaluate properties for future business use and acknowledged that available sites are limited by lot size, existing residential patterns, and parking requirements.

2026/M14-009.15 - In Compliance - PER Ordinance - Next Election is June 8, 2027

The meeting included a direct statement that the next election remains June 2027 under the existing ordinance framework. This was presented as a clarification of the current legal position rather than a vote to change the election schedule.

2026/M14-009.16 - Resolution - WV Checkbook - Unresolved Financial Transactions from FY2020-2023

WV Checkbook delays were discussed as a symptom of unresolved prior-year transaction coding and incomplete financial data. Mayor Hill explained that some transactions were entered without valid accounting categories and that this has prevented proper reconciliation and submission. She described the problem as being carried into the current administration because the underlying records were not complete when responsibility changed hands.

2026/M14-009.17 - Compliance - Chesapeake VFD

Mayor Hill briefly noted that no financial report had been received from the fire department side and linked that absence to ongoing compliance concerns. The issue was mentioned in the course of discussing reporting expectations and unresolved financial visibility, but no separate motion or extended debate occurred.

2026/M14-009.18 - Rate Review - Sewer Suggested 30% Increase

Participated: jkelsh@bowlesrice.com

Rate impacts were discussed extensively during the sewer hearing, but no amount was adopted in the available excerpt. The project team explained that the town first needs an operational adjustment because treatment costs currently exceed sewer revenue, and that any project-related increase would be considered separately after the operating picture and inflow problem are better defined.

Discussion of the unincorporated-area flow suggested that meter comparisons indicate substantially more water entering the line than normal household sewer use would explain. Speakers said that understanding how much of that flow is unmetered, improperly tied in, or otherwise under-recovered is central to deciding what the eventual rate structure must be. The debt portion for phase one was described as modest relative to the larger operating deficit, aided by 40-year financing at one-quarter of 1 percent.

2026/M14-009.19 - Resolution for Funding - Sewer Rehabilitation

The funding discussion described the sewer rehabilitation effort as a phased capital project supported by 2,000,000 dollars in grant funding and additional borrowing. Speakers stressed that future grant and loan levels are sensitive to household-income data and that resident participation in any survey process can materially affect eligibility. The hearing also noted that additional grant opportunities may be pursued for phase two because annual cycles limited what could be pursued for phase one.

2026/M14-009.20 - Energy Efficiency Grant - Notice to Proceed

Mayor Hill referenced the energy-efficiency window project while discussing current funding commitments. She said the town is waiting on a notice to proceed before installation can begin and expects 50 percent reimbursement once the work is complete.
The figures discussed included about 17,500 expected back after completion and a grant-supported project total in the mid-30,000 range. This was presented as an update only, not as a motion item during the meeting.

2026/M14-009.21 - Approve - Special Session: May 7, 2026

Special Session was approved and proceeded on May 7th. Meeting Minutes from this meeting are included in last months meeting minutes.

2026/M14-010 - New Business

2026/M14-010.1 - Council & Board - Municipal Services Training

2026/M14-011 - Citizens Comments

Residents used the hearing to ask about rate increases, project phasing, the burden of existing utility costs, how grant eligibility is affected by survey participation, whether better reporting channels are available, and whether new businesses could help distribute infrastructure costs. The discussion remained substantive and often tied citizen concerns directly to the practical affordability of sewer-system compliance.

2026/M14-012 - Council Comments

Council comments captured in the excerpt were limited. Members indicated general acknowledgment of the hearing content, and one closing remark expressed support for the town's current direction on the project.

2026/M14-013 - Next Meeting - 4th Monday - June 22, 2026

2026/M14-014 - Adjournment

Town Of Chesapeake
Profit & Loss
May 2026

	May 26	
Ordinary Income/Expense		
Income		
Other Types of Income		
Miscellaneous Revenue	63.66	
Total Other Types of Income		63.66
REVENUES		
301 Property Taxes KC Sheriff	8,547.47	
304 Excise Tax on Utilities	4,667.41	
305 Business & Occupation Tax	2,320.33	
325 License	200.00	
326 Building Permit Fees	140.00	
330 IRP Fees (Interst Reg Plan)	24,678.08	
330 IRP Fees (Public Utilities	142.00	
341 Municipal Service Fees	8,543.60	
345 Rent Royal Concess, Annex	125.00	
377 Greenbrier Table LOTTGRNBRI	13.34	
396 Table Game Lott LOTTBLGAME	807.37	
397 Video Lottery (LVL)	422.22	
399 Misc Revenues		
Recyle	166.50	
Trash Pickup	20.00	
Total 399 Misc Revenues	186.50	
Total REVENUES		50,793.32
Uncategorized Income		100.00
Total Income		50,956.98
Gross Profit		50,956.98
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	64.93	
City Council Stipend	725.00	
Total 410 City Council	789.93	
440 City Hall		
Bank charges	27.79	

Town Of Chesapeake
Profit & Loss
May 2026

		May 26
Contract Services		
Contract Service Messaging		93.00
Contract Service Printing		60.00
IT support		1,250.30
Payroll Processing Fees		255.96
Telephone		1,197.04
Total Contract Services		2,856.30
Fuel		916.65
Legal & Professional Services		
CPA Services		1,200.00
Legal Fees		704.00
Total Legal & Professional Services		1,904.00
Payroll Expenses -City Staff		6,676.00
Payroll Taxes- City Staff		557.03
Pest Control		428.30
Postage		63.75
Printing Expenses		551.16
Publications		191.12
Utilities		
Electricity		
Annex Bldg	513.78	
Town Hall	614.51	
Total Electricity		1,128.29
Gas		40.01
Water		
Annex Bldg	158.73	
Fire Hydrants	460.80	
Town Hall	110.37	
Total Water		729.90
Total Utilities		1,898.20
Total 440 City Hall		16,070.30
CAPITAL PROJECTS EXPENDITURES		
Waste Water Improvement Project		29,508.80
Total CAPITAL PROJECTS EXPENDITURES		29,508.80
Total GENERAL GOVERNMENT EXPENDITURES		47,176.41

Town Of Chesapeake
Profit & Loss
May 2026

	May 26	
HEALTH & SANITATION		
800 Garbage Dept		
Contract Services (Billing PSD)	3,210.96	
Equipment Rental	594.35	
Interest Paid	125.56	
Payroll Expenses City Services	18,496.35	
Payroll Taxes City Services	1,415.62	
Refuse Fees		
Container Service Fees	188.68	
Total Refuse Fees	188.68	
Total 800 Garbage Dept	24,031.52	
Total HEALTH & SANITATION		24,031.52
PUBLIC SAFETY EXPENSE		
700 POLICE DEPT		
Judge Payroll Tax	24.38	
Judge Salary	250.00	
Police Payroll Tax	521.27	
Police salaries	5,346.25	
Total 700 POLICE DEPT	6,141.90	
Total PUBLIC SAFETY EXPENSE		6,141.90
STREET & TRANSPORTATION		
751 Street Lights	1,718.89	
Total STREET & TRANSPORTATION		1,718.89
Total Expense		79,068.72
Net Ordinary Income		-28,111.74
Net Income		**-28,111.74**

Town Of Chesapeake
Income by Customer Summary
May 2026

	May 26
American Water (Customer)	1,055.90
Appalachian Power (Customer)	1,940.26
Comm-Core LLC	0.50
Compliance Solution	0.67
HDL Software	2,074.86
Kanawha Public Service	9,258.66
Metro PCS	0.05
Mountaineer Gas	903.00
RMR Charleston	166.50
Sheriff Kanawha County	8,547.47
T-Mobile Northeast LLC	23.63
WV Treasury	26,063.01
TOTAL	50,034.51

Town Of Chesapeake
Expenses by Vendor Summary
May 2026

	May 26
ADP	255.96
Appalachian Power	2,847.18
AT&T Mobility	1,152.32
Bowles Rice LLP	704.00
Burgess & Niple	29,508.80
City National Bank	2.00
Compton Office Machine Company	611.16
Greenbrier Government Solutions, Inc.	1,250.30
H-D Media	191.12
Kanawha PSD	3,210.96
Kanawha Valley Regional Trans Auth	916.65
Merchant Bank Card	25.79
Miss Utility	93.00
Mountaineer Gas Company	40.01
net2phone inc.	44.72
Poca Valley Bank	125.56
S Agarwal CPA AC	1,200.00
Sunbelt Rentals, Inc	594.35
Terminix	428.30
USPS	63.75
Waste Mgmnt	188.68
WV American Water	729.90
TOTAL	44,184.51

Town Of Chesapeake
Balance Sheet
As of May 31, 2026

	May 31, 26
ASSETS	
Current Assets	
Checking/Savings	
American Rescue Act	61,097.28
Bonding Commitment	11,034.37
Change Drawer	157.05
Chesapeake Disposal Account	1,488.00
Chesapeake Fire Fee Account	25.00
Garbage & Sewer	-969.94
GF City National Bank 3019	18,620.99
Opiod Fund Account	25.00
Petty Cash	125.00
Police Fund	25.00
Total Checking/Savings	91,627.75
Accounts Receivable	
Accounts Receivable	15,194.14
Total Accounts Receivable	15,194.14
Total Current Assets	106,821.89
TOTAL ASSETS	**106,821.89**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	77,974.26
Total Accounts Payable	77,974.26
Other Current Liabilities	
Bond from WV	11,034.37
Direct Deposit Liabilities	-726.08
Payroll Liabilities	11,010.03
Poca Valley Bank Loan Account	-49,513.79
Sewer Collection Account	-39,313.94
Total Other Current Liabilities	-67,509.41
Total Current Liabilities	10,464.85
Total Liabilities	10,464.85

Town Of Chesapeake
Balance Sheet
As of May 31, 2026

	May 31, 26
Equity	
Opening Balance Equity	77,871.93
Retained Earnings	95,288.51
Net Income	-76,803.40
Total Equity	96,357.04
TOTAL LIABILITIES & EQUITY	**106,821.89**