

Agenda
Capon Bridge Town Council Meeting
Tuesday, April 14, 2026, at 7:00 p.m.

The Town Council of the Town of Capon Bridge, Inc. will hold a Town Council meeting in the Capon Bridge Town Hall located at 259 Whitacre Lane, Capon Bridge, WV.

Call to Order/Roll Call.

Please Stand for the Invocation

Pledge of Allegiance.

Council Agenda: Approval of agenda.

Guests and/or Public Comments.

Stephnie Banik, MWEE Coordinator, Cacapon Institute, trees

Minutes from Prior Meeting(s)

March 10, 2026 – Finance Committee Meeting Minutes.

March 10, 2026 – Town Council Meeting Minutes.

Reports from Department Heads:

Police: Police activity report.

Sewer Dept.

Sewer Improvement Project:

- Review of Invoices for the Sewer Improvement Project, Draw #10.
- Change Order #3
- Change Order #4
- Substantial Completion
- Sewer Improvement Project, Phase II Project Update.
- Propane Tanks filled and generators up and running.

Water:

Monthly water loss for March 2026 was 30% loss.

Sidewalks:

Streets: No truck parking signs replaced at 2905 Northwestern Pike.

Streetlights:

County ARPA Funds

County ARPA Tech Park expenditures – Customer Hookup Preliminary Engineering Report.

Town of Capon Bridge ARPA

American Rescue Plan Act annual reports submitted and closed. All Town ARPA funds are expended.

Need motion to close the ARPA account and move the interest over into water & sewer accounts equally.

Energy Efficiency Grant

All Energy Efficiency Grant funds are spent. Working on closeout.

Finance Committee Recommendations:

Review of invoices as presented by Accounts Payable.
Treasurer's Reports.

Sewer Department CD

Sewer Department Certificate of Deposit eligible for renewal May 5, 2026. Review of local bank rates.

Municipal Court

Letters for outstanding citations on "notice of lien". Work with WVML and attorney.

Hampshire County Economic Development Authority

Report from the Hampshire County Development Authority meeting.

Bulk Water Facility - Bulk Water has been selling.

Budgets

Water Budget 2026 to 2027 and Sewer Budget 2026 to 2027

Review of Financials: Auditor has finished the year-end June 30, 2025, audit. Copies available

Planning Commission: Public Input wanted. Go to surveymonkey.com/r/N8VWBML

WV Corp

WV Corp. Review of Renewal of Policy. Review of information provided.

Todd Giffin Memorial Park Funds:

Review of park pavilion bids.

Business & Vendor Licenses

Renewal of Business & Vendor Licenses will be mailed May 18, 2026. Due June 30, 2026.

WV First Foundation

WV First Foundation annual financial reports due April 30, 2026.

Special Thank You

Special thanks to Basswood for paying the cost to replace the plaque on the Route 50 bridge.

National Historic Register

Steve Bailes stated Tannery Road may be eligible for the National Historic Register.
North River Mills is now a Historic Register District.

Vacant Structure Registration Program Ordinance

Vacant Structure Registration Program Ordinance tabled from March 10.
First Reading April 14, 2026.

Meetings Schedule

Lay the Levy scheduled for 6 pm on April 21, 2026.
Finance Committee meeting, 6 pm on May 12, 2026.
Regular Council Meeting, 7 pm on May 12, 2026.

Town Activity & Community Announcements:

Update on recent building applications, business and vendor licenses issued, etc. included in council packets.

Adjournment: