

Agenda

Capon Bridge Town Council Meeting

Tuesday, May 12, 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.

Katie Pacelli request a donation to River Fest to be held June 19 and 20th, 2026.

Donald and Peggy Kerns reference no truck parking signs replacement at 2905 Northwestern Pike.

Steve Bailes on the 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.

Minutes from Prior Meeting(s)

April 14, 2026 – Finance Committee Meeting Minutes.

April 14, 2026 – Town Council Meeting Minutes.

April 21, 2026 – Lay the Levy Minutes

Reports from Department Heads:

Police: Police activity report.

Sewer Dept.

DEP – CWSRF#544766 compliance reporting completed. This is part of the Phase 2 Sewer Improvement Project Bond agreement.

Sewer Improvement Project:

- Review of Invoices for the Sewer Improvement Project, Draw #11.
- Change Order #4
- Substantial Completion
- Sewer Improvement Project, Phase II Project Update.

Water:

Monthly water loss for April 2026 was 20% loss.

2025 Consumer Confidence Report. Will be available for review online: townofcaponbridge.wv.gov

Sidewalks:

Streets: Capon School Street, contract signed. Belt patching streets.

Streetlights:

County ARPA Funds

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

Energy Efficiency Grant

All Energy Efficiency Grant funds are spent. Working on closeout.
Need a motion to close the Energy Efficiency Grant checking account & transfer back to Municipal Sales and Use account.

Discussion on submission of additional Energy Efficiency grant requests for Town, Fort Edwards and CB VFD.

Finance Committee Recommendations:

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

Hampshire County Economic Development Authority

Report from the Hampshire County Development Authority meeting.

Bulk Water Facility - Bulk Water has been selling.

Planning Commission: Public Input wanted. Go to surveymonkey.com/r/N8VWBML.
Shareholder event is scheduled for 6 to 8 pm on May 14, 2026, in the Capon Bridge Community Complex.

WV Corp

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

Workers' Compensation

Review of estimates for workers' compensation coverage.

Todd Giffin Memorial Park Funds:

Todd Giffin Memorial Park Pavilion. Bid(s) on pavilion are being accepted.

Business & Vendor Licenses

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

CyberSecurity Grant

CyberSecurity Grant is on hold. The shutdown persists and all the funding is on hold as of April 17.

WV WorkForce

Discuss renewal of WV WorkForce on the job training agreement.

Office Closure for the Holiday

Friday, June 19 for Juneteenth and Saturday, June 20 for WV Day. Select the days the office will honor the holiday.

Donations

River Fest, request from Katie Pacelli, donation to River Fest.
Fireworks donation sponsored by Capon Bridge Ruritan Club.

Windows 11

Scott Whetsell IT stated we will need to upgrade soon to Windows 11.

Fair Housing Resolution

Review of the Fair Housing Resolution.

Citizen Recognition Award

Discussion on Citizen Recognition Award.

Municipal Home Rule

Update of submission of the Municipal Home Rule.

Default Judgement

Filing a Default Judgement on customer which owes past due water and sewer bill.

Vacant Structures Registration Program Ordinance

Presentation on Vacant Structures Registration Program Ordinance.

Committee Members Office Renewal Appointment

Planning Commission Members

David Holliday, 3-year term, expires June 30, 2027. Coextensive with elected official's term of office.

Sanitary Board Members

Renew Carl Nitz, 3-year term, expires May 2026. Renew to June 30, 2029.

David Holliday, Mayor to June 30, 2027.

Meetings Schedule

Finance Committee meeting, 6 pm on June 9, 2026.

Regular Council Meeting, 7 pm on June 9, 2026.

Town Activity & Community Announcements:

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

Adjournment: