

Agenda

Capon Bridge Town Council Meeting

Tuesday, July 8, 2025, 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 Pledge of Allegiance.

Agenda: Approval of agenda.

Minutes from Prior Meeting(s)

- June 10, 2025, at 6:00 pm – Finance Committee Meeting Minutes.
- June 10, 2025, at 7:00 pm – Council Meeting Minutes.

Guests: Hampshire County Little League, Brian Slade. Building application for Little League Field.

Reports from Department Heads:

Sewer Dept.

Sewer Improvement Project:

Water:

- Monthly water loss for June 2025 was % loss.
- Mandate by the WV PSC to have text and email customer contact information. Utility must be able to contact the customer by text and email for emergency notifications. County creating MOU.
- Tech Park Addendum to County's Hardy Net agreement for Internet at Tech Park. MOU to follow.
- The Consumer Confidence Report covering year 2024 is available at: go.wv.gov/caponbridgeccr
- Banners for Bulk Water Station are up.

Streets/Sidewalks

Marvin Miller Lane maintenance, repairs and estimates. Deadline to submit a bid is July 25, 2025.
Street Light(s) along Rt. 50 Bridge. Work orders issued.

County ARPA Funds

Police: Capon Bridge Police Activity Report.

Finance Committee Recommendations:

- Invoices as presented by Accounts Payable.
- Review of Invoices for the Sewer Improvement Project.
- Debt Collection Recovery estimates for water, sewer and delinquent citations.
- Treasurer's Reports, June 2025.
- Tech Park expenditures.
- Cybersecurity Grant Program
- Energy Grant. Waiting on the contract.
- Todd Giffin Park - Todd Giffin Volleyball Committee suggestions

- Security Alarm System

Bulk Water Facility - Bulk Water has been selling.

General Fund Budget Revision for 2025 to 2026

Review of the General Fund Budget Revision for 2025 to 2026 General Fund. Roll Call Vote.

Water Dept. Budget for 2025 to 2026

Review of the Water Dept. Budget for 2025 to 2026

Hampshire County Economic Development Authority

Report from Dorinda Strother about the Hampshire County Development Authority meeting.

Storm Water Management

Internet and Security Alarm

Antenna was installed to increase cell signal on the security alarm system.

Internet Router

Scott Whetsell, IT worked on the Internet Router and security. Up and running.

Letters to Customers and Residents.

In July the letters to customers and residents will be mailed. We are emphasizing DO NOT PUT grease into the sewer system.

Compliance

Complaint on grass designation as hay field or yard with 10 to 20 foot mowing setback.
Complaint of grass high on Alkire Court.

Web Page

Training was held on updating and maintaining the Town's Web Page. Future training to follow.

Capon Bridge Public Library

Building Application for the Capon Bridge Public Library. Wants the Fee Waived.

Town activity

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

Meetings Schedule

- August Regular Council meeting scheduled for 7 pm on August 5.
- August Finance Committee meeting scheduled for 6 pm on August 5.

Community Announcements:

Additional Board Action and Comments:

Adjournment: