

TOWN OF BATH COUNCIL MEETING

Tuesday, November 1, 2022

1. **CALL TO ORDER:** @ 5:30pm by Recorder Webster
In the absence of the Mayor the first order of business was to appoint a Recorder Pro Temp due to Recorder Webster serving as presiding official.
MOTION: To appoint Councilman Chapman as Recorder Pro Temp for the November 1, 2022 Council meeting- Forney/Skinner- Carried
2. **ROLL CALL:** Scott Merki (A) Susan Webster (X) Chris Chapman (X) Rose Jackson (X) Elizabeth Skinner (X) Greg Forney (X) Rick Weber (X) Quorum present.
3. **REVIEW OF MINUTES:** Minutes of the Regular Meeting of October 18, 2022 were approved by Common Consent.
4. **PERSONS BEFORE COUNCIL:** None at the time.
5. **COMMUNICATION FROM MAYOR:** The next Council meeting will be November 22, 2022 rather than the 15th due to the WV Interim Legislative Session being held at Cacapon State Park from November 13-16. It is hoped that Council will participate in the Morgan County Showcase on November 15 and Committee meetings as possible. Councilwoman Jackson updated Council on the Chamber of Commerce request to hold the 6th Annual Deck the Meters activity. Town financial assistance has been pledged by Travel Berkeley Springs in the amount of \$1,500.00 and Betsy Heath has pledged a private donation of \$500.00. Free parking throughout Town will be offered on November 25 and 26. Parking meters on Washington and Fairfax Streets will be allowed to be decorated between November 27 and December 3 and permitted to remain decorated until January 2, 2023. Council posed no plan changes or recommendations and will co-sponsor the event with the Chamber and TBS.
MOTION: To accept the Chamber of Commerce request for the 6th Annual Deck the Meters activity as presented- Jackson/Skinner- Carried

COMMITTEE AND BOARD REPORTS

1. **BATH DEVELOPMENT AUTHORITY (BDA):** No report at this time. The next meeting is November 2, 2022 at 4:30 in the Commission Room of the Courthouse.
2. **PARKS & REC:** Council was presented with three applications (see attached) for the Town's vacancy on this Board. Current members are Spencer Shives (term ending 2023) and Joe Alderton (term ending 2024). The three applicants (Deb Colbert, Matt Kosinski, Trey Johanson) were asked to introduce themselves and their interests.
MOTION: To appoint Matt Kosinski as a Town representative to Morgan County Parks & Rec- Forney/ Skinner -Carried
3. **PLANNING COMMISSION (PC):** The next meeting is November 3, 2022. The Comprehensive Plan Assessment sub-committee continues to meet weekly. President Landon encouraged Council members to contribute their thoughts on the Comp Plan leadership assignments. To date only three forms have been returned to Landon.

4. RAIL/TRAIL: The progress report has been submitted to the Town office (attached).
5. STREETScape: Committee Co-Chair Pete Brown has submitted reports to the Town office (attached).
6. TRAIN DEPOT: Chairman Webster reported that work progress continues on the interior rehab of the Depot. There was an Owners Meeting on October 24 and the next Owners Meeting will be November 2. The Foxglove Garden Club is donating \$1,000.00 and hundreds of flower bulbs to the Depot. Much appreciation was shown.
7. LANDMARK COMMISSION (HLC): Member John Mason reported that the HLC met with the WV SHPO Certified Local Government Coordinator Meredith Dreistadt on October 27 for education purposes. Mason confirmed that the HLC is in good standing with its CLG status. The next meeting will be November 17 at 2pm.
8. CLERK/RECORDER REPORT: Clerk Corrick reported that she has attended Municipal Court Clerk training the past two days.
9. FINANCE: Chairwoman Webster delivered the following bills for approval.
 - (a) Town of Bath \$5,581.29- Motion to approve: Forney/Weber- Carried
 - (b) BSWW \$15,003.15 – Motion to approve: Forney/Weber- Carried
 - (c) Cemetery \$521.41 – Motion to approve: Forney/Weber- Carried
 - (d) Tree Board \$352.36- Motion to approve: Forney/Jackson- Carried
10. TREE BOARD: Member Skinner informed Council that the board is combining its November and December meetings on November 30 at 4pm at Town Hall.
11. GRANT: Chairman Forney informed Council of his plan to attend the November 7 Region 9 Planning and Development meeting to seek funding opportunities.
12. PUBLIC SAFETY: Chairwoman Jackson reiterated that free parking would only take place in Bath on November 25 and 26. The rest of the holiday season drivers will only have free parking at decorated meters on Fairfax and Washington Streets. Chief Link noted that the Town should contact the WV DOH to discuss crosswalks on S. Washington Street at the frequently crossed spots between the St. Vincent de Paul Catholic Church and the Berkeley Springs State Park and CNB Bank and the Country Inn. Current signage indicating crosswalks must be removed if the DOH is not going to allow this for pedestrians. The Chief reported that there had been no applicants for the Chief of Police position.
13. CEMETERY: Chairman Skinner is continuing work on cemetery records and the restoration of Union Brigadier General Barstow's headstone. She is meeting with the Morgan County Historic and Genealogical Society about funding for a historical marker at Barstow's grave site.
14. PUBLIC WORKS: Chairman Weber has conducted interviews and intends to hire for the open Labor Crew position soon. The Crew is readying for the winter season.
15. ORDINANCE: No report at this time.
16. BERKELEY SPRINGS WATER WORKS: The next meeting is Monday, November 7, at 4:30pm. Based on public questions, Clerk Corrick will post a reminder on the Town's website that customers can pay water and garbage bills on line using a credit card.
17. MOTION TO ADJOURN: Approved by Common Consent.

Attest:

Scott E. Weber

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Susan Webster



Berkeley Springs – Morgan County Chamber of Commerce

127 Fairfax Street, Berkeley Springs, West Virginia 25411

304.258.3738

www.berkeleyspringschamber.com

October 12, 2022

Mayor Scott Merki

Town of Bath

271 Wilkes Street

Berkeley Springs, WV 25411

6TH Annual Deck the Meters

Dear Mayor Merki:

The Berkeley Springs – Morgan County Chamber of Commerce would like to team up with the Town of Bath to host the 6th Annual Deck the Meters project for the 2022 holiday season.

The plan would be to allow meters to be decorated between November 22nd and November 26th with completion before November 27th. The meter decorations would be removed by January 4, 2023.

Thank you for your consideration.

Respectfully,

Colin Graham
Executive Director
Berkeley Springs – Morgan County Chamber of Commerce
127 Fairfax St.
Berkeley Springs, WV 25411
304-258-3738

Town of Bath

VOLUNTEER APPLICATION

Committee: Please check off the committee(s) you want to volunteer to serve on. An * indicates that Town of Bath Ordinances and/or West Virginia State Code set qualifications to serve on the committee (e.g., Must be a town resident). Check the Town of Bath's Web Site and/or Facebook Page to see the documents listed below.

Bath Development Authority

Cemetery Management and Maintenance Incorporated

Historic Landmark Commission* See document, "Qualifications to Serve on the Bath HLC."

Planning Commission* See document, "Qualifications to Serve on the Bath Planning Commission."

Date: __16 October 2022__

Name: ____Trey Johanson_

Address: __ 140 Gamma Way, Berkeley Springs, WV 25411 _

Telephone: __<no land line>____ Cell: __404-407-0085 _____

Please explain why you want to serve on the committee. Explain any background, education, or work or professional experience you have that would contribute to your service on the committee. If possible, attach a copy of your resume. Email this form and your resume to the town clerk at: townofbath@wvdsi.net. Or mail them to: Town Clerk, Town of Bath, 271 Wilkes Street 25411. If you have any questions, call town hall at 304-258-1102. Thank you.

Hello,

I am using this form to apply to volunteer to represent the Town of Bath on the Morgan County Parks and Recreation Committee.

I understand that this committee plays a role in organized youth sports and youth events and in the maintenance of public parks, and supports fundraisers like the Back to School Bash. From a review of the committee's Facebook page, it appears that its focus is on services for families with children. We all know how essential this is to our community. I would like to serve on this committee to offer my support for these recreational opportunities. I would also like to help explore expanded opportunities for our elders and for the visitors who are vital to our town's economic health.

My relevant background includes serving Seniors (at the Jewish Council for the Aging) and running a rock climbing gym and guide service (Adrenaline Climbing) for people of all ages. I believe there is a need and an opportunity for Berkeley Springs to actively engage more people in recreational activities within and beyond the parks. I would like to offer my help in both supporting already ongoing efforts and also exploring ways to expand the services offered in our town and County.

My resume is attached for your review. Thank you for your consideration.

Trey Johanson

Trey Johanson

Berkeley Springs, WV 25411
heymamatrey@gmail.com
+1 404 407 0085

Work Experience

Proprietress

Fairfax Coffee House - Berkeley Springs, WV
July 2017 to Present

Re-opened and re-vitalized a central downtown business that had been closed for two+ years. It is in the good hands of my very competent management team and staff.

Development Database Manager

Jewish Council for the Aging - Rockville, MD
September 2016 to Present

This position was newly created by the JCA Board, and I was invited to take on this responsibility by the Assistant CEO. In this role, I manage communications via multiple platforms to a database of 33,000+ constituents. I meticulously maintain, update and improve the integrity and power of our database to serve the goals of our Development team. I research prospective individual donors and corporate sponsors, requiring me to utilize multiple online data platforms. In addition, I developed and I oversee the implementation of the JCA Strategic Marketing Plan.

Coordinator

VillageRides, a project of Jewish Council for the Aging - Rockville, MD
September 2015 to August 2016

I managed the growth of Village Rides from 5 Senior Villages to 10, including a three-fold increase in ridership. I created a volunteer training manual, volunteer, rider, and Village surveys, coordinated all services, worked with local and state officials, and reported to Metropolitan Washington Council of Governments.

Marketing and Outreach Specialist

VillageRides, a project of Jewish Council for the Aging - Rockville, MD
March 2015 to September 2015

I was responsible for serving the unique marketing needs of five Senior Villages, and for creating and helping the Villages to implement marketing and outreach strategies to increase public awareness and recruit volunteers.

Assistant Manager

Logan Hardware Store - Washington, DC
May 2014 to February 2015

As Assistant Manager, I was responsible for the hiring, training, and managing of a staff of 25 people. My primary goal was to train and hold staff accountable for providing amazing customer service in each and every encounter.

Owner, and CEO

Adrenaline Climbing - Suwanee, GA
September 2003 to February 2014

As the owner of a small business, I was responsible for all aspects of operations, marketing, accounting, service provision, programming, organization, training, policies and procedures, risk management, graphic and web design, and the list quite literally goes on and on. My goal was always to provide an experience that earned customer loyalty.

Founder and Chair

Summer Adventures Expo - Suwanee, GA
2004 to 2004

In order to introduce and expand my rock climbing business, I developed, organized, and promoted a festival/expo to promote healthy activities for families and children. I partnered with a local magazine and solicited and contracted with 60+ businesses, schools, summer camps, and houses of faith to exhibit and entertain at the festival. In the first year the Expo was attended by an estimated 3000 visitors. In year 2, attendance doubled, far exceeding my goals and engendering tremendous growth of family memberships, summer camp attendance, and participation in youth programming at Adrenaline Climbing.

Education

Doctoral in Counseling Psychology

Georgia State University - Atlanta, GA
1995 to 2000

M.S. in Rehabilitation Counseling

Georgia State University
1992 to 1994

B.S. in Psychology

University of Florida
1982 to 1986

Skills

- Microsoft Office, CRM, Word Press, Social Media Mgmt, Constant Contact, Quickbooks, Abila FR50 (10+ years)
- Climbing
- Graphic Design
- Web Design
- Marketing
- Digital Marketing
- Google Analytics
- Email Marketing
- Web Development

- Social Media Management
- Search Engine Optimization (SEO)

Certifications and Licenses

ServSafe Food Management

July 2020 to July 2022

Town of Bath

VOLUNTEER APPLICATION

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Historic Landmark Commission* See document, "Qualifications to Serve on the Bath HLC."

Planning Commission* See document, "Qualifications to Serve on the Bath Planning Commission."

Date: October 31, 2022

Name: Matt Kosinski (Parks and Recreation Committee)

Address: 35 Flagstone Lane, Berkeley Springs WV. 25411

Telephone: _____ Cell: 443-907-0659

Please explain why you want to serve on the committee? Explain any background, education, or work or professional experience you have that would contribute to your service on the committee. If possible, attach a copy of your resume. Email this form and your resume to the town clerk at: townofbath@wvdsi.net. Or mail them to: Town Clerk, Town of Bath, 271 Wilkes Street 25411. If you have any questions, call town hall at 304-258-1102. Thank you.

Hello,

I have many years experience in the commercial construction field as well as having my own small business as a handyman. I managed many large jobs, dealing with scheduling vendors as well as inspections. Making sure the project stayed on track. Obviously being a people person helped greatly in this field. Prior to moving to the area, my handyman business had developed a large amount of regular clients. Many of who became good friends. I have done volunteer work for church groups as well as helping to feed the homeless.

I'm also knowledgeable in the sports world.

I would love to help the community grow and feel my people skills and ability to manage as well as my fondness of youth sports would contribute greatly to the surrounding communities.

Thank you for your consideration,
Matt

**Status of Streetscape, State Park and NBRT for Town Council
Monday October 31, 2022**

STREETSCAPE

Phase V: Design Contract:

- Some notable progress this past week. DOH held its first Phase V Design teleconference on Oct 26th. Pete & Rebecca were on the call with the project folks at DOH. Streetscape has a new project person (works for Tim Sedosky) assigned. Some points from the session:
 - We advised that the Thrasher Task Order Agreement was ready for the Mayor's signature - this was signed 10-28-2022
 - We advised that Task Order #1 (for the Phase V Design) was also being signed but would not be sent to Thrasher until the Town had received the DOH "Notice to Proceed"
 - Provided the current Design Funding chart and expected Construction Funding chart to our assigned project person
 - DOH advised that they are close to receiving the FHWA authorization to proceed - but with no real detail - probably days or weeks away.

Phase V and VI Lighting:

- Rebecca and I held a conference call with a solar-power streetlight company on October 20th. Purpose was to obtain feasibility, technical and pricing info on installing solar-powered streetlights on Independence, Wilkes and Mercer Streets. Preliminary thoughts:
 - Costs may be competitive with our current wired streetlights when considering the reduced installation costs for the un-needed conduit and wiring and their associated construction costs
 - Impression is that the Town's location (latitude, etc) and desired lighting levels would require a large solar cell and battery configuration.
 - Adjacent buildings (Ice House) and trees (Wilkes St) may not permit the quality of charging needed to meet both intensity and back-up time (4-days on batteries alone)
- Streetscape Committee will review and make a recommendation.

NBRT

Parcel 1A:

- HDR has not yet received input from DOH as to next steps following including our mandatory corrections to the drawings; DOH has had these corrected drawing for a month. Total project delay due to the incorrect drawings - about 3 months. Task Force was informed regarding these corrections: HDR had removed all remediation construction work from Parcel 1A (Depot Lot). Our corrections added this work back into the drawings and contract baseline. We do not know why or who eliminated this work.
- Once these drawings are accepted, they must be added to the approved NPDES permit.

Parcel 3: Town of Bath Tree Board and Friends of the NBRT will be planting trees on Parcel 3 Saturday, November 5th at 10am. Tours of the Depot will be featured afterward. Dave O'Connell put out a call for volunteers. Please attend if possible.

Parcel 1B: Grant applications are being prepared for construction of the stormwater management area.

Berkeley Springs State Park Grant & Project

Status:

- Will verify that the final 404 Permit has been resolved.
- Working with DOH to obtain permission to pay final invoices for floodplain review and approval (County). Funds should be available within the Grant and Match funds already send to DOH at the time of the Funding Agreement.

Pete Brown
571-213-3687