

# TOWN OF BATH COUNCIL MEETING

Tuesday, January 17, 2023

1. CALL TO ORDER: @ 5:30pm by Mayor.
2. ROLL CALL: Scott Merki (X) 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 January 3, 2023 were approved by Common Consent.
4. PERSONS BEFORE COUNCIL: No one at this time.
5. COMMUNICATION FROM MAYOR: None at this time.

## COMMITTEE AND BOARD REPORTS

1. BATH DEVELOPMENT AUTHORITY (BDA): President Lisa Stine was present and reported that the BDA is moving forward with projects including a late spring event in town. The next meeting is January 18 in the County Commission Room.
2. PARKS & REC: The next meeting is January 18 in the Courthouse. The Council has received the resignation of Matt Kosinski as a Town representative on this Board (attached) and requests that interested parties apply for the position and attend the next Council meeting to introduce themselves.
3. PLANNING COMMISSION (PC): The next meeting is February 2, 2023. The Comprehensive Plan Assessment sub-committee meets weekly. President Landon continues to attend community organizations meetings to learn about their roles and functions.
4. RAIL/TRAIL: The progress report has been submitted to the Town office (attached). The WV DOH Project Manager Kyle Oliver will be in Bath on Wednesday, January 25 to inspect the R/T, Streetscape, Depot and Berkeley Springs State Park projects and meet with committee members. Council wants to show DOH personnel the deplorable condition of the northern end of Wilkes Street with hopes of improvement plan development.
5. STREETSCAPE: Committee Co-Chair Pete Brown has submitted reports to the Town office (attached). The Committee is still waiting for the NTP packet.
6. TRAIN DEPOT: Chairman Webster reported that work progress continues on the interior rehab of the Depot. Interior painting and the ADA bathroom tile work should begin January 23<sup>rd</sup>. The insulation and drywall installation is continuing.
7. LANDMARK COMMISSION (HLC): President John Mason reported that the full Commission met on January 12<sup>th</sup> with eight members of the public also attending. The Commission has decided that their upcoming goals are training, grant writing and assisting the ongoing Depot and historic cemetery projects. Zach Salman volunteered to create an educational pamphlet for public distribution. The next meeting is scheduled for February 16, 2023 at Town Hall.
8. CLERK/RECORDER REPORT: The Bath and Berkeley Springs Water Works audits are scheduled for the week of February 6<sup>th</sup>. The Budget Preparation Meetings have

been scheduled (attached). The Hotel/Motel Grant applications are available at Town Hall and online. They must be submitted by February 28<sup>th</sup>. The approval for the election calendar must be postponed until there is clarification of certain dates with the WV Secretary of State's Office. Recorder Webster will be in Charleston next week and will attempt to meet with officials and staff for the advancement of Town projects.

9. FINANCE: Chairwoman Webster delivered the following bills for approval.
  - (a) Town of Bath \$14,709.27- Motion to approve: Forney/Weber- Carried
  - (b) BSWW \$64,791.24 – Motion to approve: Forney/Weber- Carried
10. TREE BOARD: No report at this time. Next meeting is January 18 at 4pm.
11. GRANT: No report at this time.
12. PUBLIC SAFETY: Chairman Jackson reported that Chief Link's resignation was effective as of January 16<sup>th</sup>. Interim Chief of Police Cook was introduced to the Council and assemblage. Appreciation was expressed for his service. Officer Queen is scheduled to test for admittance to the State Police Academy on January 24.
13. CEMETERY: Chairman Skinner reported that the Cemetery Management Corporation is working with other community organizations for the betterment of all Bath cemeteries. The Morgan County Historic and Genealogical Society has offered to assist with cemetery records.
14. PUBLIC WORKS: Chairman Weber is appreciative of the recent fair weather and that the Labor Crew has been able to sustain a full work force.
15. ORDINANCE: No report at this time.
16. BERKELEY SPRINGS WATER WORKS: Chairman Chapman reported that Phase IV Water Line Replacement was 60% complete with a project end date of February 27 in sight. Applications for Class II Water Operator are being accepted.
17. PUBLIC COMMENT: Mr. Middlekauff inquired about the placement of signage and other traffic safety method considerations. This was referred to the Public Safety Committee.
17. MOTION TO ADJOURN: Approved by Common Consent.

Attest:

Mayor Scott E. Muki

Recorder [Signature]



# State Auditor's 2023 Municipal Budget Preparation Regional Workshops

John B. McCuskey, through his Local Government Services Division, is pleased to announce regional Budget Preparation Workshops for municipal governments at convenient locations throughout West Virginia. These workshops will cover the basics of local government budget preparation in relation to preparing, approving, and adopting a budget. There will also be a discussion about current issues facing local governments.

City	Type	Workshop Date/Time	Location	Deadline
Bridgeport	Municipal	Jan. 30 1:30pm-4:00pm	Best Western, Bridgeport <i>100 Lodgeville Road - (304) 842-5411</i>	January 25
Wheeling	Municipal	Feb. 1 6:00pm-8:30pm	Oglebay Resort <i>465 Lodge Drive - (877) 436-1797</i>	January 25
So Charleston	Municipal	Feb. 8 9:00am-11:30am	Holiday Inn and Suites <i>400 Second Ave - (304) 744-4641</i>	February 2
Beckley	Municipal	Feb. 15 6:00pm-8:30pm	Holiday Inn & Suites <i>114 Dry Hill Road - (304) 252-2250</i>	February 9
* Martinsburg	Municipal	Feb. 22 6:00pm-8:30pm	Holiday Inn, Martinsburg <i>301 Foxcroft Avenue - (304) 267-5500</i>	February 16
Clarksburg	Municipal	Feb. 28 5:30pm-8:00pm	Auditor's Office, Clarksburg <i>200 West Main Street - (304) 627-2415</i>	February 24

**Note: At least ten participants must register for a workshop or we may be forced to cancel.**

Please return the registration form no later than the **deadline** for the specific workshop. For questions concerning the content of the workshops please call (304) 627-2415 or email [lgs@wvsao.gov](mailto:lgs@wvsao.gov).

**2023 BUDGET PREPARATION REGIONAL WORKSHOP      Free to attend, but you must register!**  
**ONE NAME PER FORM**

Name: \_\_\_\_\_ City\_\_\_ Town\_\_\_ of: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Title: \_\_\_\_\_

**Contact: Rebecca Clise, Admin. Assistant  
Budget Prep. Regional Workshop**

<input type="checkbox"/> Bridgeport, January 30	<input type="checkbox"/> Beckley, February 15
<input type="checkbox"/> Wheeling, February 1	<input type="checkbox"/> Martinsburg, February 22
<input type="checkbox"/> So Charleston, February 8	<input type="checkbox"/> Clarksburg, February 28

**EMAIL TO: [lgs@wvsao.gov](mailto:lgs@wvsao.gov)**

**OR FAX TO: 304-340-5090**

**IMPORTANT: If unable to attend after registering, please call our office at 304-627-2415 or email [lgs@wvsao.gov](mailto:lgs@wvsao.gov) to cancel.**