

TOWN OF BATH COUNCIL MEETING

Tuesday, April 18, 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 (A) Rick Weber (X) Quorum present.
3. REVIEW OF MINUTES: Minutes of the Regular Meeting of April 4, 2023 were approved by Common Consent.
4. PERSONS BEFORE COUNCIL: Larry Landon presented a request from St. Vincent de Paul Catholic Church that the Town abandon Liberty Street from Mercer Street to S. Washington Street. He also requested the Town establish a fire lane on Bath Street during heavy traffic times. Discussion was had. The Mayor tabled the issues and referred them to the Public Safety Committee.
Regina Gorsuch asked that Council consider allowing day RV parking in the Depot lot during appropriate times. There was discussion. Concurrence formed that details on the logistics, donations and regulations of such activities would have to be created. Further evaluation is necessary.
5. COMMUNICATION FROM MAYOR: A new American flag has been donated by the VFW for display at the Depot. Appreciation was shown.
Chairwoman Skinner reported that the rain date of April 15 turned out to be rainy also. Some volunteers showed up in spite of the weather and appreciation was expressed. The Town is making available the materials provided by the WV DEP to the public for use during better weather for trash and litter collection.
Recorder Webster provided the Levy Order and Rate Sheet (attached) for the municipality of Bath for FY 2023-2024 with explanation that the Town rates are the same as last year.
MOTION: To approve the Levy Order and Rates for Bath FY 2023-2024 as presented- Webster/Weber- Carried

COMMITTEE AND BOARD REPORTS

1. BATH DEVELOPMENT AUTHORITY (BDA): The next meeting is May 5 in the County Commission Room. President Lisa Stine was in attendance and described various projects in development. The Town office was in receipt of a membership application from Greg Schene.
MOTION: To appoint Greg Schene to the BDA- Webster/Weber - Carried
2. PARKS & REC: The next meeting is April 19 in the Courthouse.
3. PLANNING COMMISSION (PC): President Landon reported that Chief of Police Carper attended the last meeting to describe his assessment of Bath and future ideas.
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 Michael Mills, CEO of the Mills Group has done a walk through of the Depot and will provide a punch list. The

hardwood floors and being finished this week by Shenandoah Floors. Webster attended an event planning seminar to assist with Depot opening ceremony plans.

7. LANDMARK COMMISSION (HLC): The next meeting is April 20, 2023.
8. CLERK/RECORDER REPORT: Clerk Corrick presented Budget revisions for the current fiscal year (attached). These changes are made within departments and do not have to be received by the State Auditor.
MOTION: To approve the budget revisions as presented-Skinner/Weber- Carried
Recorder Webster presented a list of Election Officials for the upcoming 2023 municipal election (attached).
MOTION: To approve the 2023 Bath Election Officials as presented – Chapman/Weber- Carried
9. FINANCE: Chairwoman Webster delivered the following bills for approval.
 - (a) Town of Bath \$11,312.77- Motion to approve: Weber/Chapman- Carried
 - (b) BSWW \$57,992.23 – Motion to approve: Weber/Chapman- Carried
 - (c) Cemetery \$25.00- Motion to approve: Weber/Chapman-Carried
10. TREE BOARD: Member Skinner reported that the Arbor Day tree planting will be April 20, at the 7-11 at 4pm.
11. GRANT: No report at this time.
12. PUBLIC SAFETY: Chief Carper reported that the two new part time Officers Gardner and Hess have been sworn in. Applications for administrator are being accepted. Much gratitude was expressed by all for the expeditious way that Chief Carper has acclimated to his new position, his professionalism and new Officer hires.
13. CEMETERY: Chairman Skinner advised that mowing in Greenway starts today. The bids for the mausoleum work have been completed and have been let to appropriate parties..
14. PUBLIC WORKS: In response to the need for assistance from the residents of 55 Congress Street Chairman Weber advised that there are two sewer manholes in that street. Sewer issues are to be addressed to the Warm Springs Public Service District. Mayor Merki offered to help the property owners with solving their issue. The Labor Crew took chain saw training on April 11.
15. ORDINANCE: Councilman Chapman reported that the Personnel Policy is still being reviewed by the Town's Attorney.
16. BERKELEY SPRINGS WATER WORKS: The next meeting is May 1, 2023.
17. PUBLIC COMMENT: The owners of Mountain Laurel Gallery expressed disappointment that the Council had approved a Chamber of Commerce event on May 5 that will restrict parking adjacent to their business. Councilman Weber reminded all that he had asked if businesses in the area had been consulted previously about the event prior to Council approval. Council concurred that the situation must be addressed with the Chamber.
17. MOTION TO ADJOURN: Approved by Common Consent.

Attest:

Mayor

Scott E. Mick

Recorder

Skinner

**MUNICIPALITY OF BATH (BERKELEY SPRINGS), WEST VIRGINIA
LEVY ORDER AND RATE SHEET
2023 - 2024**

The following is a true copy from the record of orders entered by this entity
on the 18 day of April, 2023.

SIGNATURE: _____

Municipal Clerk or Recorder

	Column E Certificate of Valuation Assessed Value for Tax Purposes	Levy Rate/\$100	Taxes Levied
Current Year			
Class I			
Personal Property	\$ 0	12.500	\$ 0
Public Utility	0		0
Total Class I	\$ 0		\$ 0
Class II			
Real Estate	\$ 13,467,820	25.000	\$ 33,670
Personal Property	0		0
Total Class II	\$ 13,467,820		\$ 33,670
Class IV			
Real Estate	\$ 23,778,920	50.000	\$ 118,895
Personal Property	4,666,940		23,335
Public Utility	5,357,097		26,785
Total Class IV	\$ 33,802,957		\$ 169,015
Total Value & Projected Revenue	\$ 47,270,777		\$ 202,685
Less Delinquencies, Exonerations & Uncollectable Taxes		5.00%	10,134
Less Tax Discounts		2.00%	3,851
Less Allowance for Tax Increment Financing - see worksheet (Subtracted from regular current expense taxes levied only)			0
Total Projected Property Tax Collection			188,700
Less Assessor Valuation Fund (Subtracted from regular current expense taxes levied only)		2.00%	3,774
Net Amount to be Raised by Levy of Property Taxes For Budget Purposes			\$ 184,926

**Status of Streetscape, State Park and NBRT Projects for Town Council
Monday April 17, 2023**

STREETSCAPE

Phase V: Design Contract:

- Jeff Gola (Thrasher design) visited the Town on March 13th to review the proposed design changes for Phase V. These were discussed in detail and we believe there was sufficient input to complete the 30% design product and to Schedule the PFR (Preliminary Field Review) in the Town
- Jeff is working with DOH (Josh Vincent) to schedule that PFR - Target is late April /early May. Successful completion of this event will trigger a payment to Thrasher from the Town's Streetscape Account. I'll provide the scheduled date for the PFR when available.

Berkeley Springs State Park Grant & Project

Status:

- The DOH solicitation for this construction project has been advertised. It's listed on Bid-X with a Letting Date (Bid Opening of May 9, 2023).
- The Bid Opening (Letting) is "virtual" only. The results will post around noon on the May 9th with a link to bid results: <https://www.bidx.com/wv/letting?lettingid=MAY0923>
- The Asphalt Paving Association puts a video of the reading at 10 am also for the opening: <http://asphaltwv.com/Letting.aspx>
- Currently we are responding (with the Park Foundation) to Thrasher & DOH on bidders' questions on design aspects

NBRT

Status:

Main Trail & Parcel 1A Contract Letting:

- Still waiting for various details to be complete for the Design-Build Contract - have requested latest Letting status
- Apparent activity on the area where the NBRT intersects the Northern By-Pass. Looks like sample drilling

Parcel 1B (Storm Water Management System)

- Submitted Construction Grant Application to Chesapeake Bay Trust - Awaiting response

Pete Brown
571-213-3687

Budget Revision for the BSPD

4/19/2023

Account	Description	Change	Budget
1 700 105 00	Group Health Ins	\$ (1,500.00)	\$ 12,500.00
1 700 106 00	Retirement Expense	\$ (7,600.00)	\$ 4,400.00
1 700 220 00	Advert/Legal	\$ 600.00	\$ 2,200.00
1 700 222 00	Dues & Subscriptions	\$ 1,500.00	\$ 2,500.00
1 700 223 00	Professional Services	\$ 5,000.00	\$ 5,500.00
1 700 226 00	Insurance & Bond	\$ 2,000.00	\$ 15,000.00
		\$ -	

SLW

Budget Revision for the Town

4/18/2023

1 440 218 00	Postage	\$ 500.00	\$ 900.00
1 440 220 00	Advert/Legal Pub	\$ 100.00	\$ 350.00
1 440 232 00	Bank Fees	\$ (20.00)	\$ -
1 440 353 00	Computer Software	\$ 150.00	\$ 650.00
1 440 459 00	Equipment	\$ (730.00)	\$ 270.00
		\$ -	

A handwritten signature in black ink, appearing to be 'SM', is located in the center of the page below the table.

Draft Election Workers 2023

Ballot Commissioners

Betty Kelley NP

Joyce Jones R

Early Voting

Sharron Corrick R

Carletta Kerns D

Kandy Morris R

Betty Kelley NP

William Carper R

Gloria Jean Cooper R

Election Day Poll Workers

Carletta Kerns D

Kandy Morris R

Kevin Kellman NP

Joyce Jones R

Counting Board

Marji Kellman NP

Priscilla Jones – Libertarian

Steve Keith R

Lucie Crosby I

Jane Hutchinson R

Alternates

John Bohrer R

Kelly Bohrer R