

# TOWN OF BATH FINANCE COMMITTEE

## Regular Meeting

August 8, 2023

1. CALL TO ORDER: By Chairman at 4:00pm.
2. ROLL CALL: Susan Webster (X) Greg Schene (X) Mary Lynn Hickey (X) Quorum – Yes  
Also present – Clerk Sharron Corrick, Councilwoman MacLeod, Mayor Merki
3. Finance Committee Minutes of July 25, 2023 were approved by Common Consent.
4. Clerk's Report – Clerk Corrick presented and explained discrepancies between the Bath property tax projections and actual collections as they are provided. Webster suggested that a meeting with the Morgan County Tax Assessor and the Morgan County Chief Deputy Tax Collection offices be arranged. There is a \$16,000 negative difference in the last FY projection and collection. Clerk Corrick and FC members Hickey and Schene intend to get an updated and correct census of Bath addresses to ensure the Town is being assessed for accurate property tax collection.  
Corrick explained the Budget Revision and Resolution (attached) to be presented to Council.
5. Grant/Donation Project review and reports if available and needed:
  - a. Streetscape – Report attached.
  - b. Depot – Chairwoman Webster advised the November 11 Depot Event is being organized and October 21 is another Depot benefit possibility. Mayor Merki informed the FC that he had been approached by a local business who is interested in renting the Depot for commercial purposes. Discussion was reiterated in regards to the eventual use of the Depot with emphasis on tourism and welcome center possibilities. Assistance from and collaboration with other community organizations should be sought. Chairwoman Webster reported that she had sent an appreciation letter to the person who donated \$150.00 to the Depot. Webster requested assistance in developing an online donation method. She will also submit a facilities use application for parking at the Depot lot during the Apple Butter Festival. Marge Bowers has donated 6 benches and an antiques model train to the Depot effort and appreciation has been extended.
  - c. Trail Head – Report attached.
  - d. NBRT – Report attached.
  - e. BSSP – Report attached.
  - f. Greenway Mausoleum – Report attached.
6. Town financial concerns of Council:
  - a. Storage of materials and equipment currently held at the Depot lot were discussed. Councilwoman MacLeod advised that this issue is being solved by the Public Works Committee. Space is being developed at Greenway Cemetery in the storage shed and surrounding area.

b. Municipal Center and the BSPD needs were discussed. Methods of raising revenue including a tax increase were discussed. It was again noted that Hotel Occupancy Tax revenue has increased for the Town and County.

c. Councilman Schene plans to pursue the research of zoning standards for Bath (attached).

7. The BSWW and Town of Bath bills were reviewed and will be presented to Council for approval.

8. The next meeting date is August 22 at 4pm in the Municipal Center.

9. Adjourn

Chairman Susan J. Webster Date 8-22-23

Ora Ash, Deputy State Auditor  
 West Virginia State Auditor's Office  
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**REQUEST FOR REVISION TO APPROVED BUDGET**

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER  
 Fiscal Year Ending: **2024**  
 Fund: **2**  
 Revision Number: **2**  
 Pages: **1**

Town of Bath  
 GOVERNMENT ENTITY

Person To Contact Regarding Request:  
 Name: **Sharron Corrick**  
 Phone: **304-258-1102**  
 Fax: **304-258-3638**  
 Email: townofbath@wvdsi.net

271 Wilkes Street  
 STREET OR PO BOX  
 Berkeley Springs WV 25411  
 CITY ZIP CODE

Municipality  
 Government Type

**REVENUES: (net each acct.)**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
310	Coal Severance Tax	3,798		798	3,000
298	Assigned Fund Balance	4,000	798		4,798
	#N/A				
	#N/A				
	#N/A				
	#N/A				

**NET INCREASE/(DECREASE) Revenues (ALL PAGES)**

Explanation for Account # 378, Municipal Specific:  
 Explanation for Account # 369, Contributions from Other Funds:

**EXPENDITURES: (net each account category)**

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

**NET INCREASE/(DECREASE) Expenditures**

APPROVED BY THE STATE AUDITOR  
 BY: Deputy State Auditor, Local Government Services Division Date

AUTHORIZED SIGNATURE OF ENTITY

8/8/2023  
 APPROVAL DATE

Councilman Schene believes it is in the best interest of the residents of the Town of Bath to study and research best practices for Zoning that will protect public health and safety and provide for the sensible development of the town. This includes a study on building type density to maintain stable property value as well as safe and attractive neighborhoods that will improve the quality of life of Town residents while avoiding the shock of unwanted development.