

**Town of Bath**  
**Berkeley Springs Water Works (BSWW)**  
**Friday Oct 27 , 2023**  
**2:00 p.m.**  
**Water Committee**  
**Minutes**  
**In-Person Meeting**

In Attendance: Scott Merki, Beth Skinner, Susan Webster, Tom Hall, Rick Mayhew, Kandy Morris, Greg Sheen,

1. **REVIEW OF MINUTES:** Minutes of Oct 10, 2023 were approved as read.
2. **COMMUNICATIONS FROM NEW SUPERINTENDENT:** Doing house cleaning and reorganizing. To start work orders in operations. Daily Log sheet to be filled out daily. Work Orders to run continuously.
4. **REPORT FROM THRASHER:** Engineer needs two permits – Superintendent will secure permits. Clerk dialed in and spoke on final pay to Pro Contractors. One year warranty on all work completed. BSWW will contact Thrasher – Thrasher will contact Pro Contractors.
5. **APPLICANTS:** One applicant applied as OIT Ready for interview. So moved and interviewed applicant.
6. **SOUTHERN CORROSION:** Starting Oct. 11 at Fairview Tank then move to Ridge Tank.
7. **HACH:** New equipment is on site. Electrician is due to have new wiring in place. Installation of equipment by Hach technician done pro bono.
8. **PARKING:** Finance Chairman will arrange surveying of property regarding parking issues at the water plant along with Myers Street property.
9. **SOLAR PANELS:** A feasibility study is needed as a Possible consideration for solar panels for the water plant.
10. **MAJOR PROJECTS:** Discussion held on “Change Order” for major projects.
11. **REGION IX:** May have overcharged BSWW in last Project.
12. **R R ACCOUNT:** Pay Instalogic balance due from R.R. Account
13. **BOND ISSUES:** Discussed description of accounts with Municipal Clerk. \*R.R. Account \*  
Operating /Maintenance Account \* Depreciation Account \* Phase IV -Existing \_\_\_\_\_ Accounts
  - Special Fund \* General Fund
14. **RAW WATER PUMP STATION:** NO BACKUP PUMP! Current pump not in good working order!
15. **EMPLOYEE JOB DESCRIPTION:** Discussed skills, responsibilities and setting standards.
16. **FINAL FUND EXPENDITURE:** Discussion of final fund expenditure for Thrasher and Pro Contractor. Funds will have to come from R & R Account.
17. **FUTURE PROJECTS:** Had a discussion on administration of funds for future projects.
18. Next Meeting: Friday, Oct 27 @ 2:00 PM
19. Meeting Adjourned.