

TOWN OF BATH FINANCE COMMITTEE
Regular Meeting Minutes
July 2, 2024

1. CALL TO ORDER: By Chairman at 4:00pm.

2. Roll Call of Bath Council FC Members: Chairwoman Susan Webster (X), Greg Schene (X), Mary Lynn Hickey (X) – Quorum present
Also present: Councilors MacLeod, O’Connell and Skinner, Mayor Merki, Tree Board member Kate Lehman

3. Review of Minutes: Finance Committee Regular Meeting Minutes of June 18, were approved by Common Consent.

4. Clerk’s Report –
 - A. Clerk Corrick made available the Town’s budget comparison, account review, bookkeeping information and payroll data. She requested an in house budget revision (attached) to resolve small differences in the last fiscal year’s budgeting. The FC concurred to recommend this revision to Council.
 - B. It was reported that the newly hired second Parking Enforcement Officer is on duty and doing well. Parking revenue is up. Interim Chief of Police Carper is also on the job and his willingness to serve and his performance was appreciated.

5. Grant and Project Updates -
 - A. Grant Committee – Chairwoman Hickey is waiting responses from grant submissions for Bath. She is reviewing grants for a new Town of Bath website with her committee.
 - B. Depot Chairwoman Webster is meeting with Town Attorney Richard Gay on Wednesday. He is developing the lease agreement with Travel Berkeley Springs concerning their occupation of the Depot building.
 - C. Streetscape Co-Chair MacLeod gave more details on the recent work of this committee which is detailed in the attached brief submitted by Co-Chair Pete Brown.

Councilwoman MacLeod explained that more work must be done to rectify the DEP Consent Order issued under the Water Pollution Control Act of West Virginia to the Town of Bath (attached) for mistakes made by the now bankrupt DeLauter Construction Company on the BSSP Improvement Project. Discussions centered around the bond paid by DeLauter on the project and the fact that there was a WV DOH Inspector on the site. It was agreed that Bath WV

State elected officials could be helpful in the resolution of this problem. A plan will be developed towards this end.

D. The OnTrac program and the Bath Development Authority participation in such were discussed. The State Executive Director Jennifer Brennan of the Main Street/ OnTrac program attended the previous evening's BDA meeting to fully explain the program's goals, municipal assistance and procedures. Town Assistant Clerk Farris has offered to attend a mandatory meeting of the OnTrac program State Organization to be held in Parkersburg on July 29. It was estimated that the cost may be \$400.00 and hopes were expressed that the BDA would assist. The issue will be placed on the next agenda.

6. Town Financial Concerns:

A. The Public Meeting for the Town of Bath Berkeley Springs Water Works Tariff Ordinance will be held at this evening's Council meeting. The Public Hearing and Ordinance have been properly noticed. The Second Reading of this ordinance will also take place at the meeting.

B. The Ordinance Committee will meet July 11 at 4pm. Chairman Schene plans to discuss licensing of contractors and vacant/dilapidated buildings in Town.

7. Bills for the BSWW and the Town were approved for recommendation to the Council.

8. The next FC Regular Meeting date is July 16, 2024 at 4pm in the Municipal Center.

9. Adjourn

Chairman Susan Webster Date 7-16-2024