

**TOWN OF BATH SPECIAL FINANCE
COMMITTEE MEETING**

Minutes

October 30, 2024

1. CALL TO ORDER: By Chairman at 4:15pm.

2. ROLL CALL: Susan Webster (X) Greg Schene (X) Mary Lynn Hickey (X) Quorum – Yes
Also present – Councilman O’Connell, Councilwoman Skinner and Town Clerk Corrick

3. This Special Meeting purpose was to review and consider elements of the Bath Budget Levy Estimate 2025 with emphasis on amending the cash management approach and revisions including certain personnel compensation adjustments.

A. Councilman O’Connell presented his Bath Budget 2025 Revenue vs Two Month Actual Revenue (attached). This review reflects the garbage collections rate increase and the increases to the Public Safety Fee and the Street fee. He proposed moving the entire \$16,000.00 adjustment shown in order to pay for half of the lawn mower purchase expense, landscape maintenance equipment and future needs.

Management of Bath funds was discussed. Recent increases in revenue indicted that changes in handling of funds would be more efficient. Councilman O’Connell’s recommendations as presented in his review were understood and well received.

MOTION: To amend the Bath cash management approach after WV State Auditor guidance- Hickey/Schene – Carried

B. Employee compensation was discussed at length. Due to increased current revenue and anticipated revenue growth it was concurred that present compensation should be evaluated. Staff turnover has become a problem due to not being proactive in addressing this issue. It was agreed that the Town Committees which manage employees should consider employee compensation when they meet.

A related matter discussed was the inordinate amount of time that the Town Hall staff is forced to devote to the BSWW administration. Since the BSWW presently is charged back for time spent by the Town Clerk on water administration it was decided to extend this practice to include the Assistant Clerk.

MOTION: To raise the Town Assistant Clerk compensation by \$2.00 retroactive October 22, 2024 – Hickey/Schene- Carried.

4. Adjournment by Common Consent

Chairman  Date 11-5-2024