

TOWN OF BATH COUNCIL MEETING

March 18, 2025

1. Call to ORDER: @ 5:30pm by Mayor Merki
2. ROLL CALL: Scott Merki (X) Susan Webster (X) Elizabeth Skinner (X) Greg Schene (X) Rebecca MacLeod (X) Mary Lynn Hickey (X) Dave O'Connell (X) Quorum present.
3. REVIEW OF MINUTES: Minutes of the Regular Meeting of March 4, 2025 were approved by Common Consent.
4. PERSONS BEFORE COUNCIL: Berkeley Springs- Morgan County Chamber of Commerce Executive Director Happy Rone along with the Chamber President Otis Carder presented Council with a Memorandum of Understanding (attached) for Council's consideration. This MOU concerns the street closing and timing of needs of the Chamber to produce the annual Apple Butter Festival. The Chamber representatives explained the MOU and answered questions.
MOTION: The approve the Chamber's MOU for the 2025 Apple Butter Festival as presented – Webster/Hickey - Carried
5. COMMUNICATIONS FROM MAYOR: The Mayor reminded all of the upcoming Make It Shine event on April 5 with rain date of April 12. The Town of Bath Municipal Election will be held this year on June 10, 2025. All Council positions are up for election and those interested may file April 1 until April 12, 2025 at the Town Hall.

COMMITTEE AND BOARD REPORTS

1. BATH DEVELOPMENT AUTHORITY (BDA): BDA member Recorder Webster explained this organization's recent discussions concerning the current viability of the BDA. The group has had issues maintaining quorum. It is believed that the On Trac program has garnered interest in the community and that merging the two groups assets may be beneficial to Bath. Any decision in this regard will be with the Bath Council.
On Trac: The next meeting is April 10.
2. PARKS /REC: No report. The next meeting is March 19 at 7pm at the Courthouse.
3. PLANNING COMMISSION (PC): The next meeting is April 3. President Landon reported that the working group continues with its Monday meetings.
4. RAIL/TRAIL (NBRT): Attached is the written report submitted by Co-Chair Pete Brown. Co-Chair MacLeod reported that Thrasher Engineering under the Streetscape contract is assessing multiple options for the remediation of Lot 1A. If the County approves, the proposal will be forwarded on to the DOH. There is a possibility of receiving a rebate of money already paid by the County to the WV DOH for lot remediation. It is important that the Town re-establishes a contractual agreement with a Licensed Remediation Specialist to progress and finalize a Certificate of Completion for Parcel 1A. MacLeod presented a proposal (attached) from Montrose Environmental for the remediation required.
MOTION: To accept the proposal from Montrose Environmental for the remediation work required at Parcel 1A at the Depot- Webster/O'Connell- Carried
5. STREETSCAPE: The next meeting is Mar. 20 at 9:00 am. Co-Chair Pete Brown has submitted a detailed progress report (attached). The work on Wilkes Street is

essentially completed.

6. TRAIN DEPOT: No report at this time.

7. LANDMARK COMMISSION (HLC): No report.

8. CLERK/RECORDER REPORT: Recorder Webster presented the Town of Bath Fiscal Year July 1, 2025 – June 30, 2026 Budget Recap and Certification (attached). The total revenue and expenses projected for Bath is \$984,667.00. The Coal Severance Tax is \$6,385.00. The budget figures were arrived at with no increase in the Bath property tax rate.

MOTION: To approve the Bath budget submission for FY26- Webster/ MacLeod-Carried
Two Notices of Real Property Improvements were received (attached) and processed.
Property Use Request received included the Berkeley Springs Farmers Market and My
BMP – Cacapon Institute Tree Program. Both are attached and were approved by the
Finance Committee.

9. FINANCE: Recorder Webster delivered the following bills for approval:

(a) Town of Bath \$21,309.62 - Motion to approve: Webster/Hickey - Carried

(b) BSWW \$70,933.54 - Motion to approve: Webster/Skinner - Carried

10. TREE BOARD: The next meeting is March 19. Kate Lehman was present to report on the activities on the Bath Tree Board and provided a written report (attached). Their work is much appreciated in the community.

11. GRANT: The next meeting is April 14. Chairwoman Hickey told the Council that some Federal grants and applications are in a holding pattern for the time being. She is researching grants for the On Trac program and the BSWW plant operations. She will be meeting with Lovely Pixels soon to discuss the ongoing work to reconstruct and enhance the Bath website.

12. PUBLIC SAFETY: The next meeting is March 12. The BSPD is in the process of obtaining body cameras for officers.

13. CEMETERY: The next meeting is March 25. Chairwoman Beth Skinner reported that the Make It Shine Program cleanup at the cemetery is scheduled for Saturday, April 5 (9-12) with a rain date on Saturday, April 12 (9-12). She appreciates the efforts of all volunteers.

14. PUBLIC WORKS: The next meeting is April 8. Chairwoman MacLeod and committee are addressing pothole repair on Biser Street and the 100 block of Mercer Street. Paving is being planned for Warren Street. The F550 dump truck will receive needed repairs.

15. ORDINANCE: The next meeting is March 20. Chairman Schene told the Council that the committee is looking into reestablishing a more comprehensive building permit process and building codes.

16. BSWW: The next meeting is March 19. Chairman O'Connell reported that the committee has select an engineer firm as most qualified and is reviewing the engineering contract and work proposals it has been given. The process is moving forward for the Water Treatment Plant upgrade and assumption of the US Silica private line.

The Chairman also presented Resolution #2 (attached) for the invoice payment of work relating to the construction and other services for the sewer extension project on Rt. 522 S.

MOTION: To approve payment of Resolution #2 as presented- O'Connell/MacLeod- Carried

17. MOTION TO ADJOURN: Approved by common Consent.

Attest:

Mayor Scott O'Connell

Recorder Susan Webster

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by and between The Berkeley Springs — Morgan County Chamber of Commerce and the Town of Bath located in Bath/Berkeley Springs, WV, in regard to the Chamber of Commerce's Apple Butter Festival.

- A. Purpose. The purpose of this MOU is to show the agreement between both parties for the usage of the Town of Bath for the annual Apple Butter Festival. This shows agreeance for the Town of Bath to allow the Festival to operate on the following streets and maintain closure during the duration of the event: Independence Street, Congress Street, Wilkes Street, Fairfax Street, and Bath Street. It is understood that the Town of Bath will assist the Festival in maintaining closure of the streets and allowance for this by utilizing resources gathered by the festival. This purpose is necessary for the festival to continue its existence and continues to benefit the town in an influx of both business license fees and tourism.
- B. Roles and Responsibilities. The Town of Bath agrees to allow the festival to operate on the above-listed streets for the duration of the festival and agrees to assist with the closure of such streets. The Town of Bath police department will be utilized for the equipment to shut down the road and any manpower would be appreciated. The festival does agree to have adequate festival insurance removing liability for injuries on those streets during the festival on the festival insurance. The festival also agrees to guarantee trash removal and clean-up after each day of the event. Necessary sanitary and restroom facilities will be provided by the festival as well. It is also understood that no parking will be permitted on 522 during the festival.
- C. Timeframe. The timeframe for this MOU will be for the duration of the festival. The initial starting time will be 2:00pm for Independence St so that the Fire Marshal and Health Department can inspect all of the food trucks Friday evening, and 5:00pm for all other streets on October 10th, 2025 and will conclude at 5:00pm October 12th, 2025.

Mayor Scott Merki — Town of Bath

Scott E. Merki

Date

3-18-2025

Otice Carder, Board President

Otice Carder

Date

3/18/25

March 14, 2025

Electronic Mail Delivery Only

rebecca.macleod.wv@gmail.com

townofbath@wvdsi.net

Ms. Sharron A. Corrick
Town of Bath Clerk
271 Wilkes Street
Berkeley Springs, WV 25411

RE: **Licensed Remediation Specialist (LRS) Services**
PARCEL 1A North Berkeley Rail Trail (NBRT) Brownfield Remediation
Town of Bath, Berkeley Springs, West Virginia
State Project: UJ333-NBR/T-1.01
Federal Project: NRT-2012(708)D
VRP Number: 16008
Montrose Project Number: PROJ-017548

Dear Ms. Corrick:

Based on email correspondence conducted on March 13, 2025, with Ms. Rebecca MacLeod, Montrose Environmental Solutions, Inc. (Montrose) understands that the Town of Bath, WV, (Town) requires technical support services to complete the remediation of the North Berkeley Rail Trail (NBRT) Parcel 1A.

Montrose is pleased to submit this time-and-materials proposal and looks forward to implementing its professional expertise for the Town once authorization has been provided.

Project Understanding or Background

The Site, consisting of Parcels 1A, 1B, and 3, with a total of 2.582 acres of vacant land, was historically part of a railroad track system, a former wood yard, and was formally owned by CSX Transportation (CSX). The Site is currently owned by the Town.

The Site has been entered in the West Virginia Voluntary Remediation Program (VRP) by the Town. Parcels 1B and 3 have been successfully remediated via the VRP.

A human health and ecological risk assessment and Remedial Action Work Plan (RAWP) with RAWP Addendum of Parcel 1A have been approved by the West Virginia Department of Environmental Protection (WVDEP). It has been determined that soil cover, combined with institutional controls (*i.e.*, deed restrictions) will complete the required remediation of Parcel 1A.

It is the intent of the Town to complete the remediation of Parcel 1A (former wood yard). Parcel 1A is to be redeveloped for recreational use; specifically, the construction of a critical piece of the NBRT.

The West Virginia Department of Highways (WVDOH) is under obligation for the design and construction of the NBRT and adjoining parking area, which includes Parcel 1A. The project has experienced significant delays due to the WVDOH and the Town has expressed interest in completing the remediation of Parcel 1A.

Ms. Lydia Work is the Licensed Remediation Specialist (LRS) for the project. The responsibility of the LRS will be to provide guidance, oversight, and reporting activities, including technical documentation, in support of the Town receiving a Certificate of Completion (COC) via the VRP for Parcel 1A. The COC provides a "covenant not to sue" for environmental issues related to the Site, provided that new or previously unknown sources of contamination are not later discovered.

This Proposal reflects our best estimate, at this time, of what will be required to complete each of the defined tasks. Factors that will affect the final Scope-of-Work and cost that have not yet been fully determined, include, but are not limited to WVDEP fees for project management and travel.

The following is a step-by-step outline of the project deliverables, by Parcel, that we believe will be required, and a timeline to complete each task.

Scope of Work

Task 1: Project Management and Correspondence

It is typical that questions may arise during the project. The LRS will respond to the NBRT project team and the Town on an as needed basis. Forms of communication anticipated are emails, phone calls, and virtual meetings. To save cost, in-person meetings are not included.

Task 2: Voluntary Remediation Agreement Modification

A modification of the Voluntary Remediation Agreement (VRA) between the Town and WVDEP, will be required to update the deliverables schedule.

The LRS will draft a VRA modification for review by the NBRT project team and the Town. Once approved by the Town, a copy of the VRA modification will be submitted to the WVDEP for review and approval. Once approved by the WVDEP, the Town of Bath Mayor will sign and submit a scanned copy to the LRS. The LRS will obtain the WVDEP signature and issue a final VRA modification to the Town for their records.

Estimated Timeline: 2 weeks from authorization to proceed (regulatory approval of the VRA Mod, which could be up to an additional 30 days).

Task 3: Remedial Action Completion Report (RACR)

Similar to how the Town and the LRS managed the remediation of Parcel 3, it is assumed the Town will be responsible for documentation of the remediation. The Town will collect photographs of the remediation (soil cover) such that it can be demonstrated to the LRS and the WVDEP that the RAWP and RAWP Addendum were followed.

This scope of work does not include travel or direct oversight by the LRS, or a designee of the LRS.

Following completion of the approved RAWP remedial activities by the Town, the Town will provide the LRS site photographs and documentation that the design requirements of the RAWP

and RAWP Addendum were followed. The LRS will draft a Parcel 1A RACR that summarizes the engineering controls in place and the soil cover met the requirements of the approved RAWP and RAWP Addendum.

The RACR will be submitted to the NBRT Project Team for review and approval prior to submittal to the WVDEP. Once approved by the NBRT Project Team, the LRS will submit the RACR to the

Estimated Timeline: 4 weeks from completion of the remediation (regulatory approval of the RACR, which could be up to an additional 30 days).

Task 4. Land Use Covenant (LUC)

Once the RACR is approved, the LRS will draft a Parcel 1A LUC documenting the institutional controls that will be required to achieve a COC using the legal description; and parcel information provided by the Town on August 27, 2020.

Once the LUC is approved by the WVDEP, the Town of Bath Mayor will sign the LUC. The original is submitted to the WVDEP for signature, who will return the original to the Town for recording at the Courthouse. The Town will provide the LRS a scanned copy of the recorded LUC.

Estimated Timeline: 2 weeks from RACR approval (regulatory approval of the LUC, which could be up to an additional 30 days).

Task 5. Final Report and Certificate of Completion

Once the LUC is recorded, the LRS will draft a Parcel 1A Final Report and request for COC. The Final Report and request for COC will be submitted to the NBRT Project Team for review and approval prior to submittal to the WVDEP. Once approved by the NBRT Project Team, the LRS will submit the Final Report and Request for COC to the WVDEP.

Approval of the Final Report and receipt of the COC will bring closure to the Parcel 1A project and release the Town, as well as its successors in title, from environmental liability related to the current conditions identified at Parcel 1A.

Estimated Timeline: 4 weeks from receipt of the recorded LUC.

Key Assumptions

1. Town of Bath is responsible for the remediation and will document the remediation with photographic evidence and written confirmation via email.
2. Town of Bath is responsible for WVDEP fees.
3. Montrose personnel travel is not included in the scope of work.

Proposed Cost

Montrose proposes to complete the scope of work on a time and materials basis for the estimate not to exceed budget of **\$11,930**.

Work will be completed in accordance with the Montrose General Terms and Conditions (Attachment).

To accept the terms of this proposal, please sign and return the Proposal Acceptance Agreement.

This cost proposal is subject to adjustments to reflect any applicable changes in scope and/or law, including but not limited to revised requirements, regulatory guidance, client guidance, statutes, codes, ordinances, procedures, rules, regulations, and guidance documents that become effective after the date of this proposal and would materially affect the work to be performed.

We appreciate the opportunity to support the Town of Bath with this project. If you have any questions or require additional information, please contact me at 304-552-1442 / lwork@montrose-env.com

Very truly yours,

Montrose Environmental Solutions, Inc.



Lydia Work, LRS
Principal Chemist/ Director of Operations
Montrose Environmental Solutions, Inc.

Enclosures:

- Attachment A – Proposal Acceptance Agreement
- Attachment B – Montrose General Terms and Conditions

**Streetscape and NBRT Projects Status Report for Town Council
March 18, 2025**

STREETSCAPE

Next Committee Meeting: Streetlights only Re-Scheduled for March 19th at 9 am Town Conference Room

Phase V Construction:

- Work was essentially completed on March 14th
- A small number of Items on the Punch List includes: Core and install eight parking meter poles on Independence Street; paint the blue handicap parking spot curb on Independence Street and correct some siding damage on the blue house facia on Wilkes Street
- Based on the rainfall on Sunday evening, the sidewalk and slot drain on Wilkes seemed to perform as planned. The slot drain appeared to have worked and was empty on Monday late morning. The sidewalk had drained into that slot drain and was essentially dry at that time.
- Did not notice any drainage issues on Independence St associated with the new sidewalk and roof drainage system at Hunter's.

Phase VI Design DOH Funding Agreement & Town/Thrasher Task Order:

- Still expecting the formal Funding Agreement from DOH in the next week or so. DOH advised that there are no issues (so far) with the Federal Funds associated with this project

NBRT

- Following up on the DOH agreement to consider the Town taking over the Remediation of Parcel 1A of the NBRT, we are taking the following actions:
 - Meet with Thrasher (Jeff Gola) on March 18th to go over the details of the remediation requirements for Parcel 1A. Determine the Timeline to get the estimate noted below.
 - Re-establish contractual relationship with LRS to be able to progress and finalize a Certificate of Completion for Parcel 1A (regardless of whether the Town gets DOH approval to perform the work)
 - Obtain a preliminary Cost Estimate from Thrasher in order to provide specifics to the County and DOH for a decision to permit the Town to utilize a portion of the Funded NBRT project for the remediation – that work is already a part of the NBRT Funding Agreement. This is a near-term effort
 - If the County and DOH agree, then Thrasher will be asked to complete a work statement for the Town to solicit the remediation work. This would be similar to the Town's efforts on Parcel 3 Remediation. The LRS would provide oversight of the work (key inspection steps) and obtain the Certificate of Completion from WV-DEP.
- If/when DOH approves the Town take-over, then work out the specifics of the funding management that supports the Town's Contract including progress payments. This would likely take the form of reimbursement by DOH for work performed under a Town Contract. This could be similar to the way that Streetscape Design funds are managed under a signed Funding Agreement.

Pete Brown Streetscape Committee

MUNICIPALITY OF BATH (BERKELEY SPRINGS), WEST VIRGINIA
Recap and Certification
FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026

Account Number		REVENUE RECAP	General Fund Budgeted Revenues 2025 - 2026	Coal Severance Tax Budgeted Revenues 2025 - 2026
280	299	Beginning Balance, July 1st	5,000	3,900
301	319	Taxes	528,216	2,400
320	324	Fines and Forfeitures	41,000	
325	334	Licenses and Permits	38,500	
335	364	Charges for Services	338,750	
365	377	Intergovernmental	16,900	
378	399	Miscellaneous	16,301	85
		Grand Totals - Revenues	984,667	6,385

Account Number		EXPENDITURE RECAP	General Fund Budgeted Expenditures 2025 - 2026	Coal Severance Tax Budgeted Expenditures 2025 - 2026
401	699	General Government Expenditures	172,831	0
700	749	Public Safety Expenditures	271,586	0
750	799	Street & Transportation Expenditures	209,625	6,385
800	899	Health & Sanitation Expenditures	215,625	0
900	949	Culture & Recreation Expenditures	115,000	0
950	974	Social Services Expenditures	0	0
975	999	Capital Projects Expenditures	0	0
		Grand Totals - Expenditures	984,667	6,385

Please select the basis of accounting for **BATH (BERKELEY SPRINGS)** **Cash Basis**

I, Susan Webster, RECORDING OFFICER OF SAID MUNICIPALITY, DO HEREBY CERTIFY THAT THE FOREGOING ELECTRONIC FILES ARE TRUE COPIES FROM THE RECORD OF ORDERS MADE AND ENTERED BY SAID COUNCIL ON THE 18 DAY OF MARCH 2025.

 (Signature)

 Recorder

 Official Title of Recording Officer

NOTICE OF BUILDING OR REAL PROPERTY IMPROVEMENT

TO THE ASSESSOR OF Morgan COUNTY:

Any person, corporation, association or other owner of real property, subject to the payment of property tax, who shall erect any building or structure, or who shall add to, enlarge, move, alter, convert, extend, raze or demolish any building or structure, whereby the value of the real property shall be improved more than \$1,000 must notify the assessor on Form 12:75 within sixty days from the date the work is commenced. If a report is made by or on behalf of any mine, mill, factory, or other industrial establishment and filed with the assessor on or before June fifteen which discloses with certainty any construction, or improvement made during the previous twelve months, the owner shall be deemed in compliance with notice requirements. If a building permit has been obtained, this shall be sufficient notice. Any person in violation of provisions of West Virginia Code § 11-3-3a, shall be guilty of a misdemeanor, and, upon conviction thereof, shall be subject to a fine.

See Chapter 11, Article 3, Section 3a of the West Virginia Code for additional information.

Name of Owner or Owners Harold Roe

Location (Address) of Improvement 175 Green St, Beckley Springs

Taxing District WV 25411

Land Book Description _____

have, or has been (Altered) _____ (Erected) _____

and that said improvements have increased the value of the property in excess of \$1,000.00

Improvements were commenced Mar 25 (Month/Day/Year),

Completion date or anticipated completion date UNFARWR (Month/Day/Year).

Approximate increase in value \$ 10,000 Use of Building Rental

Remarks: Repairs

Address of Owner or Owners 562 Hammon St Great Cacapon WV

Phone No. 304-258 3814

Notice Filed By Harold Roe Date 3-3-25
Signature Month/Day/Year

NOTICE TO BE FILED WITH ASSESSOR WITHIN SIXTY (60) DAYS AFTER COMMENCEMENT OF IMPROVEMENTS TO REAL PROPERTY WHICH WILL INCREASE THE VALUE IN EXCESS OF \$1,000

BELOW THIS LINE FOR ASSESSOR'S USE ONLY

Map No. _____

Received _____

Parcel No. _____

NOTICE OF BUILDING OR REAL PROPERTY IMPROVEMENT

TO THE ASSESSOR OF Morgan COUNTY:

Any person, corporation, association or other owner of real property, subject to the payment of property tax, who shall erect any building or structure, or who shall add to, enlarge, move, alter, convert, extend, raze or demolish any building or structure, whereby the value of the real property shall be improved more than \$1,000 must notify the assessor on Form 12:75 within sixty days from the date the work is commenced. If a report is made by or on behalf of any mine, mill, factory, or other industrial establishment and filed with the assessor on or before June fifteen which discloses with certainty any construction, or improvement made during the previous twelve months, the owner shall be deemed in compliance with notice requirements. If a building permit has been obtained, this shall be sufficient notice. Any person in violation of provisions of West Virginia Code § 11-3-3a, shall be guilty of a misdemeanor, and, upon conviction thereof, shall be subject to a fine.

See Chapter 11, Article 3, Section 3a of the West Virginia Code for additional information.

Name of Owner or Owners Linda Darlene Stoker

Location (Address) of Improvement 11 Scaling St. Berkeley Spgs.

Taxing District Town of Bath

Land Book Description Sm + Wright ADD PT LT 23 .12 AC

have, or has been (Altered) Back Stoop Replaced (Erected) Back porch (rebuild)

and that said improvements have increased the value of the property in excess of \$1,000.00 ^{under} \$500. —

Improvements were commenced March 11 - 2025 (Month/Day/Year),

Completion date or anticipated completion date _____ (Month/Day/Year).

Approximate increase in value \$ under 500. — Use of Building home

Remarks: _____

Address of Owner or Owners 11 Scaling St. Berkeley Spgs. W. VA

Phone No. 304-500-2997

Notice Filed By _____ Date _____
Signature Month/Day/Year

NOTICE TO BE FILED WITH ASSESSOR WITHIN SIXTY (60) DAYS AFTER COMMENCEMENT OF IMPROVEMENTS TO REAL PROPERTY WHICH WILL INCREASE THE VALUE IN EXCESS OF \$1,000

BELOW THIS LINE FOR ASSESSOR'S USE ONLY

Map No. _____

Received _____

Parcel No. _____



EVENT / USE OF TOWN PROPERTY APPLICATION

TOWN OF BATH
271 WILKES STREET, BERKELEY SPRINGS, WV 25411

Phone (304) 304-258-1102 Fax (304) 258-2638

townofbath@wvdsi.net

Please Print or Type

OFFICIAL USE ONLY

Fiscal Year _____
Festival License _____
Business License _____
License Fee \$ _____
Date Issued _____

NAME OF EVENT: Berkeley Springs Farmers Market

DATE(S) OF EVENT: Sundays April 6th - November 23rd (except Apple Butter weekend)

REQUESTING GROUP OR ORGANIZATION: Morgan County Association of Food and Farms

BEGINNING AND ENDING TIMES: Set up beginning 8am, tear down by 2:30pm

PROPERTY REQUESTED: Fairfax Street eastbound beside Courthouse

PURPOSE OF USE: Farmers Market

STREET/METER CLOSURES REQUESTED WITH DETAILS: _____

WILL ADMISSION BE CHARGED OR PRODUCT SOLD: Multiple vendors

NUMBER OF VENDORS AT EVENT/FESTIVAL: 16 vendors

NAME OF RESPONSIBLE PERSON: Jennifer Williams

MAILING ADDRESS: 374 Songbird Lane Berkeley Springs WV 25411

TELEPHONE NUMBER: 7178303366

EMAIL: BSFMManager@gmail.com

DATE APPLICATION SUBMITTED: 3/18/2025

SIGNATURE: Jennifer Williams

Application will be submitted to Town Council. All applicants are invited to attend the Town Council and speak on their behalf. If requesting any street/meter closures, applicants must appear at Town Council before the event for approval.

Application is:

Approved

Denied

Approved Subject to Following:

Town Flat Fee: \$ _____

Festival License Fee Due:

\$ _____ \$15.00 w/ Business License

\$ _____ \$35.00 w/o Business License

\$ _____ Total Due

Proof of Insurance on File

Pay Now
using our QR
Code!



Signature of Approval: _____ Date: _____



EVENT / USE OF TOWN PROPERTY APPLICATION

TOWN OF BATH
271 WILKES STREET, BERKELEY SPRINGS, WV 25411

Phone (304) 304-258-1102 Fax (304) 258-2638

townofbath@wvdsi.net

Please Print or Type

OFFICIAL USE ONLY

Fiscal Year _____
Festival License _____
Business License _____
License Fee \$ _____
Date Issued _____

NAME OF EVENT: My BMP - Cacapon Institute Tree Program

DATE(S) OF EVENT: March 25, 2025

REQUESTING GROUP OR ORGANIZATION: Sleepy Creek Watershed Association

BEGINNING AND ENDING TIMES: 10:00am +/- to 2:00pm +/-

PROPERTY REQUESTED: Depot lot

PURPOSE OF USE: Sort and handout container trees to local residents.

STREET/METER CLOSURES REQUESTED WITH DETAILS: None

WILL ADMISSION BE CHARGED OR PRODUCT SOLD: No

NUMBER OF VENDORS AT EVENT/FESTIVAL: N/A

NAME OF RESPONSIBLE PERSON: Chuck Marsh (Rebecca MacLeod)

MAILING ADDRESS: _____

TELEPHONE NUMBER: 304-258-2605

EMAIL: marshbc@aol.com

DATE APPLICATION SUBMITTED: 03-17-2025

SIGNATURE: 

Application will be submitted to Town Council. All applicants are invited to attend the Town Council and speak on their behalf. If requesting any street/meter closures, applicants must appear at Town Council before the event for approval.

Application is: Approved

Denied

Approved Subject to Following:

Town Flat Fee: \$ _____

Festival License Fee Due:

\$ _____ \$15.00 w/ Business License

\$ _____ \$35.00 w/o Business License

\$ _____ Total Due

Proof of Insurance on File

Pay Now
using our QR
Code!



Signature of Approval: _____ Date: _____

RESOLUTION #2 OF THE TOWN OF BATH BSWW WATER COMMITTEE APPROVING INVOICES RELATING TO CONSTRUCTION AND OTHER SERVICES FOR THE SEWER EXTENSION PROJECT AND AUTHORIZING PAYMENT THEREOF

WHEREAS, the Town of Bath BSWW Water Committee has reviewed the invoices attached hereto and incorporated herein by reference in relation to the construction of the water project funded by the Economic Development Administration ("EDA") and WV State Matching Funds find as follows:

1. That none of the items for which payment is proposed have been requested from another source.
2. That each item for which the payment is proposed to be paid is or was necessary in connection with the Project and constitutes a cost of the project.
3. That each of such costs has been otherwise properly incurred.
4. That payment for each of the items proposed is due and owing.

NOW, THEREFORE, BE IT RESOLVED by the Town of Bath BSWW Water Committee that the payment of the attached invoices as summarized below are hereby authorized and directed:

VENDOR	EDA	STATE MATCH	TOTAL
Trump & Trump	\$0.00	\$9,995.00	\$9,995.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$9,995.00	\$9,995.00

ADOPTED BY the Town of Bath BSWW Water Committee, at a meeting held on the ____th day of _____ 2025.

By: _____ Date: _____
 Mayor, Scott Merki

Trump & Trump, L.C.
171 S. Washington Street
Berkeley Springs, WV 25411

Invoice submitted to:

Client ID: 000937

Town of Bath
271 Wilkes Street, Suite A
Berkeley Springs, WV 25411

December 27, 2024

Invoice #62362

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
12/15/2024 T&T Work Title Search, Examination, and related work by title abstractor from 04/03/2024 to 12/15/2024 for 17 titles \$60.00/hr for 38.25 hours US 522 Waterline Extension Project		2,295.00
12/16/2024 T&T Work Review of title examinations by attorney by attorney from 05/17/2024 to 12/15/2024 for 17 titles at \$175.00/hr for 8.5 hours US 522 Waterline Extension Project		1,487.50
T&T Work Preparation of deeds of easement and related work by attorney from 05/17/2024 to 12/16/2024 for 31 easements at \$175.00/hr for 35.5 hours US 522 Waterline Extension Project		6,212.50
For professional services rendered	<u>0.00</u>	<u>\$9,995.00</u>
Balance due		<u><u>\$9,995.00</u></u>

Payment is due upon receipt. Please make all checks payable to Trump & Trump, L.C. Please include your Client ID on your check.