

**TOWN OF BATH FINANCE COMMITTEE**  
**Regular Meeting Minutes**  
March 4, 2025

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 (A) – Quorum present  
Also present: Councilors O’Connell, Skinner, MacLeod, Clerk Corrick

3. Review of Minutes: Finance Committee Regular Meeting Minutes of February 18, 2025 were approved by Common Consent.

4. Clerk’s Report –

A. The census of Bath addresses and GIS mapping project for accurate sales and property tax collection is an ongoing endeavor with the WV Tax and Revenue Department. The WV Tax and Revenue Department has the responsibility of investigating and correcting any mistakes in this system.

B. Clerk Corrick made available the Town’s budget comparison, account review, bookkeeping information and payroll data.

a. A Facilities Use application was submitted (attached) by the Mountain State Cruisers for their annual Father’s Day car show on June 14. The request as accepted as presented.

b. After inquiry with the WV Municipal League and Town Attorney Richard Gay was concurred that certain clerical aspects of the administration of tickets written by the BSPD can be handled by the Police Office personnel. This relieves the Municipal Court Clerk from this work, streamlines the process and is more cost efficient.

c. Applications and resumes are being reviewed for the possibility of hiring a part time Town Clerk assistant for grant administration and Hotel/Motel distribution for the Town and BSWW.

d. Discussion was held concerning the alarming rise in PEIA health insurance premiums. PEIA is the current health insurance provider for the Town and BSWW. Alternate companies are being explored however the price increase appears to be universal. The FC recommended that insured employees who reach the age of allowed Medicare coverage should be required to move their primary insurance to this program. This matter will be examined further with possible changes to the Employee Handbook.

5. Grant and Project update: No report at this time.

7. Additional Town financial concerns: Nothing further.

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

9. The next FC Regular Meeting date is March 18, 2025 at 4pm in the Municipal Center.

9. Adjourn

Chairman Suzanne Webster Date 3-18-2025



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: Father's Day Car Show

DATE(S) OF EVENT: June 14th 2025

REQUESTING GROUP OR ORGANIZATION: Mountain State Cruisers

BEGINNING AND ENDING TIMES: 6:30 am to 4:00 pm

PROPERTY REQUESTED: Berkeley Springs State Park / Fairfax Street / Parking in front of the Park

PURPOSE OF USE: Fairfax street will be used for vehicle display as well as food vendors.

STREET/METER CLOSURES REQUESTED WITH DETAILS: Yes. Fairfax Street (side by park) Meters in front c

WILL ADMISSION BE CHARGED OR PRODUCT SOLD: There is a car registration fee to participate in the

NUMBER OF VENDORS AT EVENT/FESTIVAL: 3 (Mountain State Cruiser & 2 Food Venders)

NAME OF RESPONSIBLE PERSON: Mountain State Cruisers (Gary W Easton Jr.)

MAILING ADDRESS: P.O. Box 957 Berkeley Springs, WV 25411

TELEPHONE NUMBER: 304-676-8142

EMAIL: gweaston2178@gmail.com

DATE APPLICATION SUBMITTED: 1/5/2025

SIGNATURE: Gary W Easton Jr. [Handwritten 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

Signature of Approval: [Handwritten Signature] Date: 3-4-2025

Pay Now
using our QR
Code!

