

TOWN OF BATH SPECIAL MEETING

Minutes

July 24, 2025

1. CALL TO ORDER: By Mayor Schene at 4:00pm.

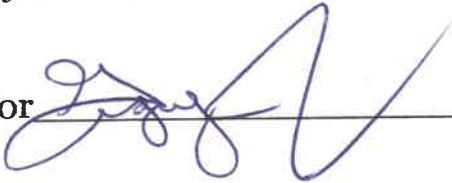
2. ROLL CALL: Greg Schene (X) Susan Webster (X) Mary Lynn Hickey (X) Elizabeth Skinner (A) Reba Dalson (A) Ryan Kessel (A) Rick Weber (X) Quorum – Yes
Also present – Clerk Corrick

3. This Special Meeting purpose was to review the Request for Revision to Approved Budget for fiscal year ending 2026 (attached) as prepared and presented by Clerk Corrick. The request is to increase the Bath Unassigned Fund Balance by \$33,358.00. Discussion was had. Resolution 2025-07-05 was presented as required.

MOTION: To approve Resolution 2025-07-05 as submitted – Webster/Hickey
Mayor Schene conducted a voice vote in which all attending members of Council voted in favor of Resolution 2025-07-05.

4. Adjournment by Common Consent.

Mayor



Recorder



Ora Ash, Deputy State Auditor
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26301
 Phone: 627-2415 ext. 5114
 Fax: 304-340-5090
 Email: lgs@wvsao.gov

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
 Fiscal Year Ending: 2026
 Fund: 1
 Revision Number: 1
 Pages: 1

Town of Bath
 GOVERNMENT ENTITY

Person To Contact Regarding Request:
 Name: Sharron Corrick
 Phone: 304-258-1102
 Fax: 304-258-3638
 Email: townofbath@wvdsi.net

271 Wilkes Street
 STREET OR PO BOX
Berkeley Springs WV 25411
 CITY ZIP CODE

Municipality
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	5,000	33,358		38,358
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

33,358

Explanation for Account # 378, Municipal Specific:
 Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
444	Contributions / Transfers to Other Funds		33,358		33,358
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures

33,358

APPROVED BY THE STATE AUDITOR
 BY: _____ Date _____
 Deputy State Auditor, Local Government Services Division

[Signature]
 AUTHORIZED SIGNATURE OF ENTITY

7/24/25
 APPROVAL DATE

RESOLUTION 2025-07-05

At a special session of the municipal council, held July 24, 2025, the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) of the Town of Bath. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number 1 for fund 1 a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Susan Webster, and duly seconded by Mary Lynn Hickey the vote thereon was as follows:

Greg Schene	<input checked="" type="radio"/> Yes or No
Susan Webster	<input checked="" type="radio"/> Yes or No
Elizabeth Skinner	Yes or No <i>Absent</i>
Mary Lynn Hickey	<input checked="" type="radio"/> Yes or No
Reba Dalson	Yes or No - <i>A</i>
Rick Weber	<input checked="" type="radio"/> Yes or No
Ryan Kessel	Yes or No - <i>A</i>

WHEREUPON, The Town of Bath, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the Town Clerk Sharron Corrick is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.