

TOWN OF BATH COUNCIL MEETING MINUTES

February 3, 2026

1. CALL TO ORDER: By Mayor Schene at 5:30pm followed by the Pledge of Allegiance and Invocation.
2. ROLL CALL: Greg Schene (X) Susan Webster (X) Elizabeth Skinner (X) Rick Weber (X) Mary Lynn Hickey (X) Ryan Kessel (X) Reba Dalson (X) - Quorum present.
3. REVIEW OF MINUTES: Minutes of the Regular Meeting of January 20, 2025 were presented and approved by Common Consent.
4. COMMUNICATIONS FROM MAYOR: The Annual Winter Wellness Festival to be held January 23 – 25, 2026 was postponed due to inclement weather predictions. Gratitude was extended to the Labor Crew for their outstanding efforts to clean and keep Bath streets safe during the recent snow storm. This job is ongoing because of the consistent frigid temperature causing the snow not to melt.

COMMITTEE AND BOARD REPORTS

1. ON TRAC: The next meeting is February 12. The kick off mixer held at the Crust restaurant/brewery on January 30 was a success. Councilwoman Hickey reported that the BSSP has been reserved by On Trac for July 4 to be used for Bath events celebrating the 250 anniversary of the United States of America and the Town of Bath. A food truck festival is being planned for May 2026. The lead sponsor of the 36th annual International Water Festival this year is the Town of Bath. This is impactful publicity for Bath. A proposal from Lovely Pixels (attached) was received and approved by the Finance Committee for social media expansion and marketing of Bath events and opportunities. This professional agency assistance will be called upon to carry forward any projects.
2. PARKS/REC: The next meeting is on February 18 at 7pm at the Courthouse.
3. PLANNING COMMISSION: The next meeting is February 11 at 5pm.
4. RAIL/TRAIL (NBRT): The next meeting is February 25. Co-Chair Pete Brown submitted a written progress report (attached).
5. STREETSCAPE: The next meeting is February 19. Co-Chair Pete Brown submitted a full written report (attached).
6. TRAIN DEPOT: Chairwoman Webster reported that she and TBS Executive Director Martin have discussed an issue with the back door closing properly. Town employee Vince Chinchello will assess the situation.
7. LANDMARK COMMISSION (HLC): The next meeting is February 23. The group is working to reorganize and plan future projects.
8. CLERK & RECORDER: Clerk Corrick reminded all that Hotel/Motel fund applications are due by February 28.
9. FINANCE: Recorder Webster delivered the following bills for approval:
 - (a) Town of Bath \$15,471.28- Motion to approve- Webster/Weber- Carried
 - (b) BSWW \$26,014.87 - Motion to approve: Webster/Hickey-Carried
 - (c) NBRT \$47.80 - Motion to approve: Webster/Skinner –Carried
 - (d) Hotel/Motel Distribution \$332.11 – Motion to approve- Webster/Weber – Carried

Chairwoman Webster explained that the Morgan Arts Council had submitted a request of \$5,000.00 from the Bath Hotel Motel Surplus Fund. This request stems from financial sources previously used for the Summer Concert in the Park series have been cut or eliminated. This matter was discussed in the Finance Committee from multiple angles and was agreed to be funded due to the local and visitor popularity of the program.

MOTION: To approve one time special funding from the Hotel/Motel Surplus of the MAC Summer Concert Series in the amount of \$5,000.00 – Webster/Hickey -Carried

10. TREE BOARD: The next meeting is January 21. Board member Lehman submitted a written report (attached) and was present to elaborate.
11. GRANTS: The next meeting is February 10. Chairwoman Dalson reported that she is looking into grants for police cruisers for the BSPD. The main focus for grant funding at this time is for the refurbishment and rehab of the BSWW plant facility. Region 9 Planning and Development is a major source of assistance for grant application and administration. Keeping the burden of increased water rates for this project is a main concern of Council. All previously mentioned efforts to this end are ongoing. The Committee is researching grants for all Town departments and the BSWW.
12. PUBLIC SAFETY: Chief Gardner reported that a new Parking Enforcement Attendant has been hired and doing well. Officer Stangle has completed his probation period and was applauded for his efforts and production. The Chief will write a letter to the Berkeley County Sheriff's Department concerning the possible donation of any of their used vehicles to Bath. The next Public Safety meeting is February 18.
13. CEMETERY: Chairwoman Skinner told Council that she is very appreciative that On Trac will be producing and managing the Bath 'Make It Shine' program this year. This clean up event is of major help to Greenway Cemetery because so much must be done to prepare this cemetery for the mowing season. She told Council that dates for 'Make It Shine' needs to be set now so that publicity and gathering volunteers can start.

MOTION: To set April 4, 2026 as the 'Make It Shine' date with April 11 set as the rain date – Skinner/Weber – Carried

Dusty Martin, Executive Director of TBS is interested in adding the history of Greenway Cemetery and associated programs to the information and calendar of events that TBS advertises. The West Virginia Preservation Alliance is eager to not only include, but to use the Greenway Cemetery historic work as an example for the rest of the state. Grants are available through this organization and the State Historic Preservation Office for landscaping and other projects. Many head stones are in need of restoration and resetting. Instruction workshops may be set up to teach volunteers how to help. The Committee is excited about the future possibilities for Greenway Cemetery.
14. PUBLIC WORKS: Chairman Weber is pleased that the new sanitation truck will be delivered soon. The Lease/Purchase financing agreement terms with CNB Bank were detailed and discussion was held.

The rate for the \$100,000.00 Lease/Purchase with CNB Bank for the new Town of Bath sanitation truck discussed is 5.49% with the term of the agreement being Five (5) years. Council discussed that the parties authorized to sign the Lease/Purchase agreement are the Town of Bath Mayor and Recorder.

MOTION: To approve the Lease/Purchase Agreement with CNB Bank for the new sanitation truck for the Town of Bath at the rate of 5.49% with the term of Five (5) years

and authorizing the Town of Bath Mayor and Recorder as the parties to sign the agreement – Councilman Weber/ seconded by Recorder Webster – Carried Unanimously.

The Public Works Labor Crew were commended again for their work during the snow and ice storm recently.

Mr. Boyer of Potomac Edison plans to have all agreements and designs for new and additional street lights in Bath by April 15. This is welcome news.

Paving streets in Bath for 2026 will begin in the spring. Residents and businesses will be apprised of schedules for this work soon. The next meeting is February 19 at 2:30pm.

15. ORDINANCE: The next meeting is February 19 at 3:30pm. Chairman Kessel told Council that the implementation phase of the new vacant building ordinance has begun.


16. BSWW: The next meeting is February 11 at 4pm. Chairwoman Hickey explained her goals with the BSWW rehabilitation and refurbishment which are to stabilize the system and to place no burden for this on the rate payers. She and the Committee are watching for all new development in Morgan County and Bath which may impact the BSWW in any way. Plant and source capacity must be seriously considered as well as finances.

The Water Committee has sent in the BSWW Annual Report to the PSC. The 2026 budget is completed.

17. MOTION TO ADJOURN: – By Common Consent

Attest:

Mayor



Recorder



**Status Update of Streetscape & NBRT Projects for Town Council
February 3, 2026**

STREETSCAPE

Phase VI Design Funding Agreement & Start of Design

- Good Progress. DOH has been able to get the design project (with its executed Funding Agreement) authorized internally. Next is to get the Notice To Proceed (NTP) signed by Secretary Rumbaugh and then sent to the Town. This should not take long and Kyle Oliver will notify me as soon as it is available.
- Next Steps:
 - Verify Task Order #2 that was signed by Thrasher; prepare it for Finance Committee and Mayor's signature
 - Receive formal NTP from DOH; Mayor can then sign Task Order
 - Establish timeframe for on-site pre-design visit to planned job area (Congress & Union Streets); set basic Schedule through Design Completion
 - Start and Complete the 30% Design and Cost Estimate; complete the on-site review

Next Streetscape Committee Meeting would normally be Feb 19th at 10am, but may be rescheduled

NBRT

NBRT Task Force

- Held Task Force Meeting on Jan 28th for status update:
 - Trailhead Development Design/Engineering Contract: 2nd Round Interviews Scheduled
 - CDS Trailhead Development Hub
 - Formal Funding Agreement and Commission Resolution signed by County and returned to DOH
 - Funding Agreement sets County Sponsor to award and manage the Design Contract and DOH to award and manage the Construction Contract
 - Overall Project Timelines
 - Updated the Four Linked Projects with current estimates – handed out at Task Force Meeting
 - Remediation of Parcel 1A (Town)
 - Trailhead Design and Engineering development (County; Contract & Products)
 - Bridge and Abutment Design and Construction (DOH/D5)
 - NBRT Trail-Building (DOH)
 - I agreed to follow the latter two Timelines to get of view of where we are going.

Pete Brown
Streetscape Committee

**Report to the Town of Bath Council
Tree Board/Kate Lehman
2/3/2026**

At the last Tree Board meeting, Colton Aaron of Bartlett Tree Experts delivered the updated tree inventory and management plan. This project was funded by the Demonstration City Grant awarded by the WV Division of Urban Forestry. A previous plan, also using DCG monies, was submitted to the Tree Board in 2023.

The Tree Board requested this assessment as part of an effort to locate and protect our heritage trees. Heritage trees can be defined as trees with impressive size and age which symbolize the passage of time and the natural history of a place. These large trees are also vital to the environment in terms of stormwater management and purifying the air as well as providing habitat for wildlife.

All three cemeteries were surveyed in 2023, but the heritage trees were not identified as such in that comp management plan. The wooded lot south of the new section of Greenwood has not been surveyed at all in the past. A total of 597 trees were evaluated; 41 of those trees qualify as heritage trees. The total dollar value of the trees surveyed is \$995,015.00.

The 2025 comprehensive plan provides input on what, if any, the heritage trees need to survive and thrive. This information is useful to the Tree Board in planning its work and applying for grant funds. In addition, the plan identifies trees over 6" DBH (Diameter at Breast Height) that need to be removed to protect persons and property.

All the work outlined in the Community Tree program has been completed; we are waiting for reimbursement. No further work has been done work outlined in the 2025 Demonstration City Grant.