

**Berkeley Springs Water Works Committee Agenda**  
**March 18, 2026 at 4:00pm**  
**Town of Bath Municipal Center**

1. Call to Order

2. Roll Call of Members- Mary Lynn Hickey ( ), Susan Webster ( ), Ryan Kessel  
Staff: Superintendent Rick Mayhew ( ), Water Office Manager Breana Farris ( )  
Other attendees:  
Quorum – Yes/No

3. Review Minutes of Feb. 25, 2026 meeting

4. Project updates and action items

- Financing update for the water plant upgrade
- GRF Engineer's report on the plant upgrade
- Update from attorney advising on water issues and tariff adjustments.
- BSWW - Warm Springs PSD renewal contract status
- 522 Extension
- Cemetery

5. Superintendents Report

a. Operations & Maintenance

- a1. Distribution & Other Facilities
- a2. InstruLogic SCADA upgrade and (Inframark) transition update.
- a3. Plant and Booster Station report
- a4. Update on the auction sale of dump truck, snowplow and F-550 truck
- a5. Purchase of a skid steer

b. Repair & Replacement Projects

- b1. ARE's schedule for approved repairs update

6. FY26 Budget update

- Review of February 2026 financials
- Water usage report

7. Administrative

- a. Update on transition to CUSI billing vendor– Farris
- b. Personnel Matters
- c. Strategic Plan for BSWW – Hickey

8. Next Regular Meeting – April meeting date to be determined after deciding on the continuing need for 2 meetings per month instead of just one.

9. Adjourn