

TOWN OF BATH COUNCIL MEETING MINUTES

February 17, 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 (A) 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 February 3, 2026 were presented and approved by Common Consent.
4. COMMUNICATIONS FROM MAYOR: Mayor Schene reminded all that the 36th International Water Tasting will be held February 20-22, 2026 at the Country Inn. This year the Town of Bath is the lead sponsor and will be active with volunteers at the event. On display in the Council Chambers is the special poster (~~attached~~) which will be at the event. More volunteers are welcome.

COMMITTEE AND BOARD REPORTS

1. ON TRAC: The next meeting is March 5. 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. Bath is the sponsor for the Morgan Arts Council Concert in the Park on July 4th. St. Patrick's Day restaurant specials in Bath are being planned. The Make It Shine clean-up program will be organized by On Trac in April. The Founding Flavors Food Truck Festival will be on May 29, 2026.
2. PARKS/REC: Next meeting is February 18 in the Courthouse.
3. PLANNING COMMISSION: The next meeting is March 11. Commission President Landon reported that the BSWW was reviewed at the last meeting. The March meeting will study the Grant and Cemetery Committee plans for the future.
4. RAIL/TRAIL (NBRT): The next meeting is February 25. Co-Chair Pete Brown submitted a written progress report (attached). Interviews for the Depot lot remediation engineering work will be held this Friday.
5. STREETSCAPE: The next meeting date will be announced. Co-Chair Pete Brown submitted a full written report (attached).
6. TRAIN DEPOT: No report at this time.
7. LANDMARK COMMISSION (HLC): The next meeting is February 23. The group is working on a walking tour. The Preservation Alliance of West Virginia annual conference will be held at Cacapon State Park. Volunteers are appreciated to help host this event.
8. CLERK & RECORDER: Clerk Corrick reminded all that Hotel/Motel fund applications are due by February 28.
Recorder Webster presented two Property Use Requests which the Finance Committee has approved.
 - a. Eastern Panhandle Empowerment Center (attached) – This was approved with the stipulations that the ribbons and signs on the parking meters do not interfere with the workings of the meters and that the displays are kept neat and orderly for the duration

of the promotion.

b. On Trac (attached) – This was approved as presented.

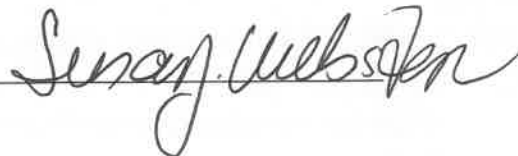
9. FINANCE: Recorder Webster delivered the following bills for approval:
 - (a) Town of Bath \$15,708.96- Motion to approve- Webster/Weber- Carried
 - (b) BSWW \$54,138.38 - Motion to approve: Webster/Hickey-Carried
10. TREE BOARD: The next meeting is February 18. Board member Lehman submitted a written report (attached) and was present to elaborate.
11. GRANTS: The next meeting is March 9. Committee member Hickey reported that three grant applications have been submitted for Bath Beautification. These grants are with the WV Truist Foundation, AARP Challenge grant and T-Mobile. It is hoped that \$1.75 million dollars in assistance to the BSWW for its plant rehab and refurbishment can be secured with the help of Region 9 Planning & Development.
12. PUBLIC SAFETY: Officer Stangle reported that the Department has been busy and that last weekend there were many tourists in town. Efforts to upgrade the cruisers is underway. Bath is fully staffed with parking attendants now. Traffic Court will be held February 18. The next Public Safety meeting is February 18.
13. CEMETERY: Chairwoman Skinner reported that there will be a workshop concerning the cleaning of headstones on March 5. The next Cemetery meeting will be on March 19.
14. PUBLIC WORKS: Chairman Weber is arranging a meeting with all of the public and private entities that plow snow in Bath. The reason for the meeting is to organize and coordinate efforts during storms to reduce overlap of efforts and eliminate confusion. Weber believes that the meeting will be very productive. There will be a tour tomorrow of this season's paving of streets and parking areas. Paving streets in Bath for 2026 will begin in the spring. Residents and businesses will be apprised of schedules for this work. Large equipment on Church Street for a construction project has damaged the street. The next Committee meeting is February 19.
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 25 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. Questions were posed by those present and clarifications were presented.
17. MOTION TO ADJOURN: – By Common Consent

Attest:

Mayor



Recorder



**Status Update of Streetscape & NBRT Projects for Town Council
February 17, 2026**

STREETSCAPE

Phase VI Design Funding Agreement & Start of Design

- Still waiting for DOH to issue the Notice to Proceed on Phase VI Design Task
- Next Steps:
 - Verify Task Order #2 that was signed by Thrasher; prepare it for Finance Committee and Mayor's signature – *Thrasher verified content and price.*
 - 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

Independence Street Revitalization Project

- Received Task Order #3 for the 30% Design and Cost Estimate for the basic infrastructure from Thrasher and provided to Sharron for the Mayor's signature

Next Streetscape Committee Meeting would normally be Feb 19th at 10am but must be rescheduled since both Mayor Schene and Pete Brown are in Interviews at the County regarding the Depot Trailhead Project Contract all morning Thursday and Friday. Recommend a Thursday afternoon Streetscape Meeting.

NBRT

NBRT Task Force

- Note the Interviews for the CDS Depot Trailhead Engineering/Design contract above.
- Following up with DOH on Bridge and Trail building portion of NBRT
- Working to update for next Task Force Meeting – tentative on Feb 25th at 4 pm

Depot Trailhead Improvement Project – Estimating Timeline Steps

These are the next steps:

- Bidder Interviews – Thurs & Fri this week
- Contractor Tentative Selection – TBD
- Price negotiation and Contract Award – with DOH approval - TBD
- Set Task for basic infrastructure arrangement to be accomplished prior to Town remediation Contract letting for Parcel 1A
- Funds flow for above from Contractor Invoice thru reimbursement of County from DOH

Pete Brown
Streetscape Committee



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

NAME OF EVENT: Sexual Assault Awareness Month

DATE(S) OF EVENT: 4/1/2026 - 4/30/2026

REQUESTING GROUP OR ORGANIZATION: Eastern Panhandle Empowerment Center (EPEC)

BEGINNING AND ENDING TIMES: All day during the month of April

PROPERTY REQUESTED: Parking Meters on Washington Street

PURPOSE OF USE: Spread Awareness about Sexual Assault/Abuse

STREET/METER CLOSURES REQUESTED WITH DETAILS: no street or meter closures
would like to put ribbons/small signs on meters- shouldn't effect use of meters

WILL ADMISSION BE CHARGED OR PRODUCT SOLD: n/a

NUMBER OF VENDORS AT EVENT/FESTIVAL: n/a

NAME OF RESPONSIBLE PERSON: Lauren Sullivan

MAILING ADDRESS: 640 Fairfax Street, Berkeley Springs

TELEPHONE NUMBER: 304-258-1078

EMAIL: lauren@swcinc.org

DATE APPLICATION SUBMITTED: 2/10/2026

SIGNATURE: [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
[X] Approved Subject to Following:
[] Proof of Insurance on File

Signature of Approval: [Handwritten Signature] Date: 2-17-20

24 HOUR HOTLINE | 304.263.8292

BERKELEY COUNTY OFFICE | 304.263.8522
JEFFERSON COUNTY OFFICE | 304.725.7080
MORGAN COUNTY OFFICE | 304.258.1078



EPECWV.ORG

INFO@EPECWV.ORG
236 W. MARTIN STREET
MARTINSBURG, WV 25401

To whom it may concern--

The Eastern Panhandle Empowerment Center (EPEC) is a non-profit licensed dual domestic violence and rape crisis center that is currently trying to spread awareness for Sexual Assault Awareness Month (SAAM) during April. We would like to request placing teal ribbons (the symbol for SAAM) and small informational signs provided by our agency around the parking meters in Berkeley Springs to spread awareness in an attempt to demonstrate a collective, positive environment and community of support. We would like to place the ribbons ourselves beginning on April 1st and remove them on April 30th. We are open to any modifications or suggestions to make our collective effort possible for our request to happen.

Thank you so much for your consideration!

Lauren Sullivan, BSW

Sexual Assault Victim Advocate

Eastern Panhandle Empowerment Center (EPEC)

640 Fairfax Street, Berkeley Springs, WV 25411

304.258.1078 (Office)

304.995.7095 (Mobile)



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

NAME OF EVENT: Founding Flavors Food Truck Festival
DATE(S) OF EVENT: May 29, 2026
REQUESTING GROUP OR ORGANIZATION: OnTRAC
BEGINNING AND ENDING TIMES: 2pm-4pm Setup 4-8pm Event
PROPERTY REQUESTED: Congress, Fairfax & Wilkes Streets
PURPOSE OF USE: Vendor Lineup, Porta-Pots, Pedestrian Walkway
STREET/METER CLOSURES REQUESTED WITH DETAILS: Congress & Fairfax Streets for Vendor lineup. Wilkes Street for porta-pots in parking spaces and pedestrian walkway.
WILL ADMISSION BE CHARGED OR PRODUCT SOLD: Yes
NUMBER OF VENDORS AT EVENT/FESTIVAL: 10-15
NAME OF RESPONSIBLE PERSON: Breana Farris
MAILING ADDRESS: 271 Wilkes Street
TELEPHONE NUMBER: 304-258-1102
EMAIL: Brefarristob@gmail.com
DATE APPLICATION SUBMITTED: 02/10/2026
SIGNATURE: Breana Farris

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:
[checked] Approved
[] Denied
[] Approved Subject to Following:
[] Proof of Insurance on File

Signature of Approval: [Signature] Date: 2-17-26

**BERKELEY SPRINGS WATER WORKS
EXPENDITURES AND ENCUMBRANCES**

		General Account	
BATCH DATE	YEAR:	2025	
	2/17/2026		
VENDOR ACCT #	VENDOR NAME	AMOUNT	DESCRIPTION
	Berry Solutions	\$ 233.49	Work done to replace fax cord.
	Berry Solutions	\$ 283.33	Monthly
	Eddies	\$ 959.80	4 New Tires on Truck
	GHS	\$ 595.00	Excavator Services at John Street
	Pace	\$ 336.60	Water Sample Testing
	US Bank	\$ 1,861.68	Mayhew
	US Bank	\$ 213.10	Powell
	US Bank	\$ 93.47	Unger
	US Bank	\$ 175.01	Redick
	US Bank	\$ 2,999.09	H201
	US Bank	\$ 26.00	Montanaro
	Richard Gay	\$ 75.00	Attorney Services
	Panhandle Printing	\$ 57.00	Foam Sign - Water Ad
	WV Department of Health	\$ 115.00	Bac T Samples
	Petty Cash	\$ 85.20	Petty Cash Reimbursement
	Reserve for Debt	\$ 19,112.94	Bond Coverage
	Transfer to R&R	\$ 15,416.67	Monthly Deposit
	Depreciation	\$ 1,500.00	Monthly Deposit
	Reserve for Operations	\$ 10,000.00	O&M - Needs brought back up to 1/8 of budget
	TOTAL	\$ 54,138.38	

Reserve for Debt
Transfer to R&R
Depreciation

These 3 are always the same monthly

Report to the Council
Kate Lehman, Tree Board
February 17, 2026

Since the last Council Meeting, the Division of Forestry reimbursed the Tree Board for \$22,039.66, the full amount that we've currently spent as part of the Community Tree grant. While we have finished all the projects outlined in the proposal, there is \$4099.34 remaining in the grant. The Tree Board will discuss possible projects to use the remaining funds at its meeting tomorrow at 5:00.

Members of the Tree Board checked out some trees of concern on Biser Street. The trees in question are on private property; we saw no reason at this time to recommend that the property owners consider work to ensure the safety of property and/or pedestrians.

There are no updates to report on the Demonstration City Grant.