

TOWN OF BATH COUNCIL MEETING MINUTES

April 7, 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 March 17, 2026 were presented and approved by Common Consent.
4. **PERSONS BEFORE COUNCIL:** None at this time.
5. **COMMUNICATIONS FROM MAYOR:** Mayor Schene announced that the National DEA Take Back Day will be April 25 from 10am -2pm in the parking lot of Town Hall. The Make It Shine project was continued on April 4, 2026 with many bags of litter and debris picked up in the Town and Greenway Cemetery. Cemetery Chairwoman Skinner added that through the hard work and long hour of volunteers through out the community that Greenway Cemetery is in very good shape to begin the mowing season. Appreciation was extended to all participants.
Mayor Schene took this opportunity to announce that the Town of Bath is lowering the property tax rate for residents and businesses in the upcoming fiscal year. Through adding the 1% sales tax, appropriate fee and fine adjustments and other solid financial practices Bath is able to accomplish this for the first time in memorable history. He hopes that this tax decrease encourages economic growth and confidence through investment and shared goals for the community.
The Mayor also announced that WV Senator Darren Thorne would be present at the next Council meeting to present a proclamation for Governor Patrick Morrissey celebrating the Town of Bath's 250th anniversary and declaring Bath to be America's First Spa. This phrase is also being trademarked for Bath and will be an enduring identifier.
Whole Latte Love Coffee House will hold their Grand Opening on April 11. All are invited.

COMMITTEE AND BOARD REPORTS

1. **ON TRAC:** The next meeting is April 9. The Make it Shine clean up project successfully collected 37 bags of trash in Greenway Cemetery and the Town of Bath on April 4. The Founding Flavors Food Truck Festival will be on May 29, 2026.
2. **PARKS/REC:** Next meeting is March 18 in the Courthouse.
3. **PLANNING COMMISSION:** The next meeting is May 13. No report at this time.
4. **RAIL/TRAIL (NBRT):** The next meeting is April 22. Co-Chair Pete Brown submitted a written progress report (attached).
5. **STREETSCAPE:** The next meeting is April 16. Co-Chair Pete Brown submitted a full written report (attached). Public Works Chairman Weber added that the WV DOH ADA standard compliance work of Bath street corners is complete. Weber hopes that the new and improved street lighting project by Potomac Edison is in planning and will soon move to construction.
6. **TRAIN DEPOT:** Chairwoman Webster reported that plumbing issues at the Depot are being addressed. The most efficient professional remedies are being sought. Rectifying the historic

back door function problems will be attended to by the Bath Labor Crew.

Historic antique street lamp posts have been donated to the Depot project by Marge Bowers. Gratitude was extended. Arrangements for delivery and installation are being made.

Chairwoman Webster will recount the history of the Depot and rail transportation in Bath for the Bath Historic Landmark Commission's video presentation for the Preservation Alliance of WV annual conference in May at Cacapon State Park. .

7. LANDMARK COMMISSION (HLC): The next meeting is April 13. At this time Mayor Schene administered the Oath of Office to Priscilla Jones as member of the Town of Bath Historic Landmark Commission (attached). Jones reported that the first draft of the HLC walking tour of Bath has been developed.

8. CLERK & RECORDER: Recorder Webster presented two Property Improvement Notifications which will be transferred to the Morgan County Tax Assessor for processing.

a. 50 First Church Street – deck replacement

b. 21 Hilltop Street – new single family home construction

Recorder Webster presented one Property Use Request. The applicant will be contacted to clarify details and concerns.

9. FINANCE: Recorder Webster delivered the following bills for approval:

(a) Town of Bath \$17,417.28- Motion to approve: Webster/Hickey- Carried

(b) BSWW \$38,064.65 - Motion to approve: Webster/Skinner-Carried

(c) On Trac \$9,303.67- Motion to approve: Webster/Weber – Carried

Webster presented Resolution #3 (attached) concerning construction and other service invoices relating to the Rt. 522 water line extension in the amount of \$925.00.

MOTION: To approve Resolution #3 of the Town Bath BSWW approving an invoice relating to the Rt. 522 water line extension – Hickey/Webster – Carried

Councilwoman Hickey explained that the On Trac billing was for the purchase of 20 brackets for the banners and flowers plants to be placed on the Streetscape lamp posts.

10. TREE BOARD: The next meeting is April 16. Board member Lehman submitted a written report (attached) and was present to elaborate. She encouraged Council to attend the Arbor Day Celebration on Saturday April 25 at 10am.

11. GRANTS: The next meeting is April 20. Grant 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. Much work is being accomplished toward the goal of BSWW plant rehabilitation. Region 9 Planning and Development is assisting with securing these needed funds along with funding for 2 new police cruisers.

Councilwoman Hickey listed the many grant application submittals and those received including GIS Mapping and the COPS Grant. WV Del. Miller, Congressman Moore and US Senator Capito have all been very helpful in grant application and award. Hickey reminded all that the value of successfully applying for and receiving grants and other funding translates into less cost and burden for the citizens and businesses of Bath.

12. PUBLIC SAFETY: The next meeting is April 15. Patrolman Stangle was commended for his community outreach to youth.

13. CEMETERY: Chairwoman Skinner told Council that the next meeting is April 16.

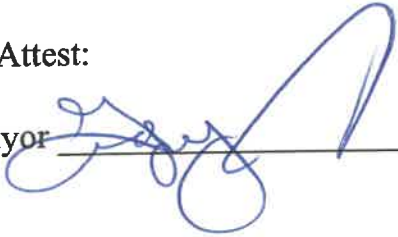
14. PUBLIC WORKS: The next meeting is April 16. Chairman Weber announced that the

committee has decided that the chip sealing alternative for the paving of Warren Street between Mercer and Green Streets is not the best for a traveled roadway so they will use conventional paving there. They will tar and chip the parking areas on the north and east sides of the German Cemetery. The PW committee is addressing the drainage issues at the northeast corner of Independence and Mercer Streets. Efficient scheduling of Labor Crew time is being accomplished. They will be working in Greenway every Tuesday from 12:30 to 2:30. The Labor Crew is continuing their work with cleaning one block at a time.

15. ORDINANCE: The next meeting is April 16 at 3:30pm. Chairman Kessel reported that he is holding further work on the election ordinance due to the possibility of amendments being made to the current state law. He will keep Council aware of changes.
16. BSWW: The next meeting is April 22 at 4pm. Chairwoman Hickey reported that all work is being continued on the rehab and refurbishment of the BSWW plant. She is happy to announce that there is significant advancement in the effort to fund this necessary work. The BSWW is not increasing capacity, but working to stabilize the plant operation. Subject matter attorneys and other professionals have been hired so that decisions are made in the best interest of the company, citizens of Bath and customers.
The quest to find, improve and develop water sources and operations must be a shared responsibility with our Morgan County representatives.
17. MOTION TO ADJOURN: – By Common Consent

Attest:

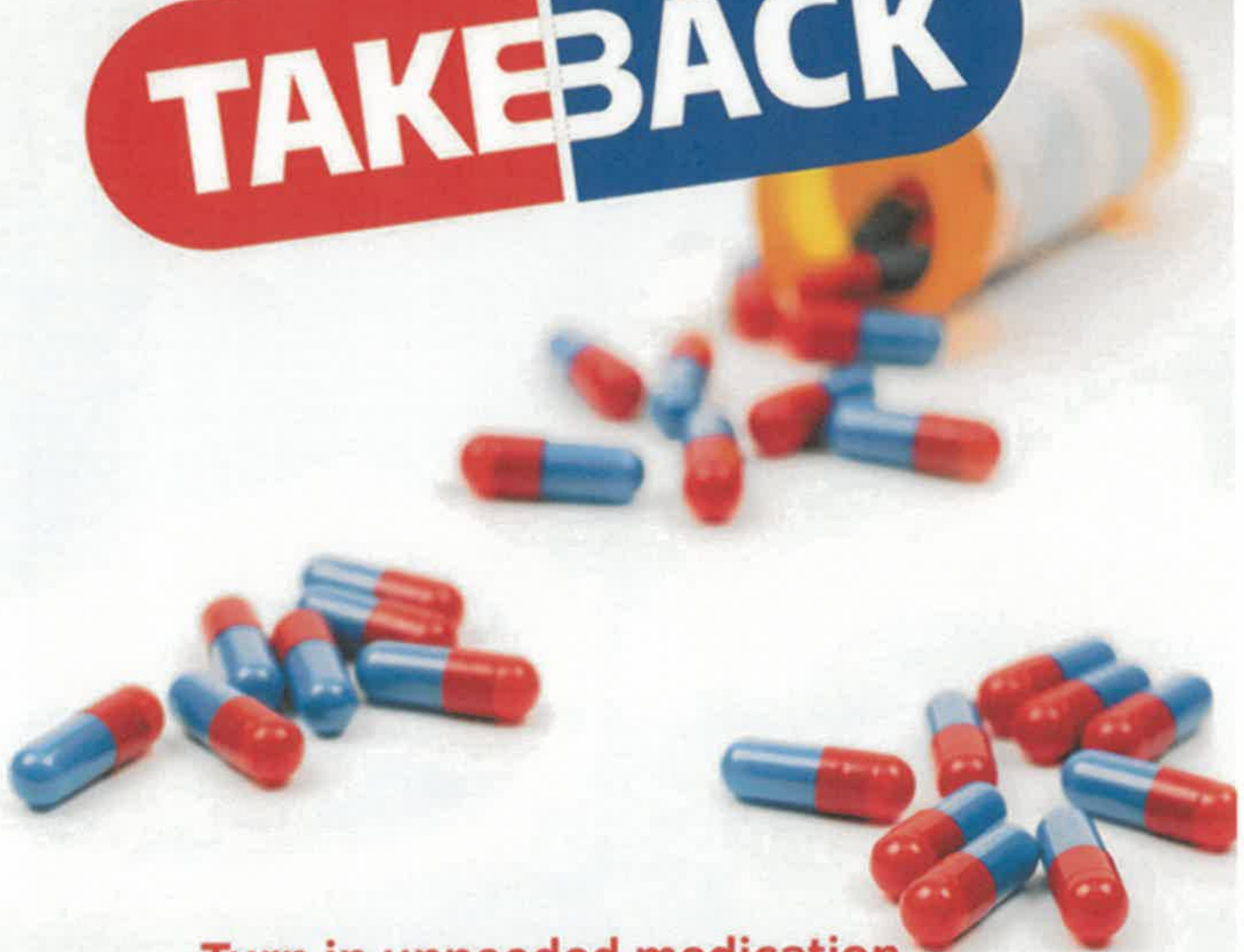
Mayor



Recorder



DEA NATIONAL ^{Rx}
TAKEBACK



**Turn in unneeded medication
for safe disposal.**

Saturday, April 25, 2026

10 a.m. – 2 p.m.

**BERKELEY SPRINGS POLICE DEPARTMENT
271 WILKES STREET, PARKING LOT**

Keep them safe. Clean them out. Take them back.

Visit DEATakeBack.com for a collection site near you.

**Status Update of Streetscape & NBRT Projects for Town Council
April 7, 2026**

STREETSCAPE

Phase VI Design Funding Agreement & Start of Design

- Monday's update from DOH: *"I just looked at our Secretary's status list and it's still pending final signature before we can send it to you all."* At least we know where the Notice To Proceed is.

Independence Street Revitalization Project

- Thanks to Susanna Henderson (Region 9), Jeff Gola (Thrasher), Sharron Corrick (Town) and many others who provided Letters of Support, we were able to submit Applications for Congressionally Directed Spending to Sen. Capito and Sen. Justice on-time last Tuesday. Application files beig sent to Sharron.
- This Project includes (among other improvements) a new ADA-compliant sidewalk on the South side, four new LED streetlights, and a widened street to accommodate two parallel parking lanes and two driving lanes. The new street configuration will provide at least the same number of parking spaces as now – but in a much safer configuration.

DOH ADA Ramp Upgrade Project:

- Contractor completed work last week and moved on to the next town.
- Work included updated ramp and DWS warning surface upgrades to older ADA corners. Latest Streetscape corners were mostly OK as-is.
- Currently working follow-up with DOH (D5 & Local) regarding Contractor excavation for new ramp at Green & Fairfax. Could not find any logical drain pipe system from nearby street inlet to a downstream drain pipe. Contractor installed a temporary drain pipe that drains under Green St. Currently planning a corrective action meeting with Town and DOH.

Next Streetscape Committee Meeting tentatively April 16th.

NBRT

NBRT Task Force

- No recent update from DOH

Depot Trailhead Improvement Project – Progress and Next Steps:

- County in process of contract negotiation and DOH Approval of the recommended bidder
- Required Funding Agreement changes to authorize the County to award and manage both the Design and Engineering Contract and the Construction Contract were provided to the County for DOH action

Next Task Force Meeting:

- Possibly April 22nd.

Pete Brown
Streetscape Committee

Mayor
Greg Schene



Council Members
Reba Dalson
Mary Lynn Hickey
Ryan Kessel
Elizabeth Skinner
Rick Weber

Recorder
Susan J. Webster

Town of Bath

271 Wilkes Street, Berkeley Springs, WV 25411
Phone 304-258-1102 Fax 304-258-2638

OATH OF OFFICE

STATE OF WEST VIRGINIA:

I, _____, do solemnly swear that I will support the Constitution of the United States and the constitution of the State of West Virginia, that I will uphold the ordinances and statutes of the TOWN OF BATH, and that I will honestly and faithfully perform the duties imposed upon me under the provisions of the law as *Member of the Town of Bath Historic Landmarks Commission Committee* to the best of my skill and judgement. So, help me God.

Signature

This Oath of Office administered on _____

Date

By: _____

Witnessed By: _____

NOTICE OF BUILDING OR REAL PROPERTY IMPROVEMENT

TO THE ASSESSOR OF Morgan COUNTY:

Any person, corporation, association or other owner of real property, subject to the payment of property tax, who shall erect any building or structure, or who shall add to, enlarge, move, alter, convert, extend, raze or demolish any building or structure, whereby the value of the real property shall be improved more than \$1,000 must notify the assessor on Form 12:75 within sixty days from the date the work is commenced. If a report is made by or on behalf of any mine, mill, factory, or other industrial establishment and filed with the assessor on or before June fifteen which discloses with certainty any construction, or improvement made during the previous twelve months, the owner shall be deemed in compliance with notice requirements. If a building permit has been obtained, this shall be sufficient notice. Any person in violation of provisions of West Virginia Code § 11-3-3a, shall be guilty of a misdemeanor, and, upon conviction thereof, shall be subject to a fine.

See Chapter 11, Article 3, Section 3a of the West Virginia Code for additional information.

Name of Owner or Owners Rick & Brenda weber

Location (Address) of Improvement 50 first Church st Berkeley Springs WV 25411

Taxing District _____

Land Book Description _____

have, or has been (Altered) _____ (Erected) _____

and that said improvements have increased the value of the property in excess of \$1,000.00

Improvements were commenced 3-30-26 (Month/Day/Year),

Completion date or anticipated completion date June 1 2026 (Month/Day/Year).

Approximate increase in value \$: _____ Use of Building _____

Remarks: Replace old treated wood with Trex flooring & new Trex railing ① 3'x18' ② 20'x12'

Address of Owner or Owners Rick & Brenda weber

Phone No. 304 258-1474

Notice Filed By Williams Custom Carpentry LLC Date 3-27-26
Signature Rita Williams Month/Day/Year

NOTICE TO BE FILED WITH ASSESSOR WITHIN SIXTY (60) DAYS AFTER COMMENCEMENT OF IMPROVEMENTS TO REAL PROPERTY WHICH WILL INCREASE THE VALUE IN EXCESS OF \$1,000

BELOW THIS LINE FOR ASSESSOR'S USE ONLY

Map No. _____ Received _____

Parcel No. _____

NOTICE OF BUILDING OR REAL PROPERTY IMPROVEMENT

TO THE ASSESSOR OF Morgan County COUNTY:

Any person, corporation, association or other owner of real property, subject to the payment of property tax, who shall erect any building or structure, or who shall add to, enlarge, move, alter, convert, extend, raze or demolish any building or structure, whereby the value of the real property shall be improved more than \$1,000 must notify the assessor on Form 12:75 within sixty days from the date the work is commenced. If a report is made by or on behalf of any mine, mill, factory, or other industrial establishment and filed with the assessor on or before June fifteen which discloses with certainty any construction, or improvement made during the previous twelve months, the owner shall be deemed in compliance with notice requirements. If a building permit has been obtained, this shall be sufficient notice. Any person in violation of provisions of West Virginia Code § 11-3-3a, shall be guilty of a misdemeanor, and, upon conviction thereof, shall be subject to a fine.

See Chapter 11, Article 3, Section 3a of the West Virginia Code for additional information.

Name of Owner or Owners Honeysuckle Hedge LLC

Virgil & Christie Stambaugh
Location (Address) of Improvement 21 Hilltop St

Taxing District BOOK 301 Page 656

Land Book Description Lot 19 Ravenswood

have, or has been (Altered) _____ (Erected) Under Construction
and that said improvements have increased the value of the property in excess of \$1,000.00

Improvements were commenced 3/10/26 (Month/Day/Year),

Completion date or anticipated completion date 3/10/27 (Month/Day/Year).

Approximate increase in value \$ 150,000 Use of Building Single family home

Remarks: _____

Address of Owner or Owners 4761 Timber Ridge Rd Big Cove Tannery PA 17212

Phone No. 240-527-8570

Notice Filed By Cough Signature Date 3/24/26 Month/Day/Year

NOTICE TO BE FILED WITH ASSESSOR WITHIN SIXTY (60) DAYS AFTER COMMENCEMENT OF IMPROVEMENTS TO REAL PROPERTY WHICH WILL INCREASE THE VALUE IN EXCESS OF \$1,000

BELOW THIS LINE FOR ASSESSOR'S USE ONLY

Map No. _____

Received _____

Parcel No. _____



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: Smith / McDaniel Wedding at the Berkeley

DATE(S) OF EVENT: May 15-16, 2027 Springs Castle

REQUESTING GROUP OR ORGANIZATION:

BEGINNING AND ENDING TIMES: 2pm through 12:30am the following day

PROPERTY REQUESTED: The Train Depot was suggested to me but whatever

PURPOSE OF USE: close space that would accommodate 100 ppl approx. cars for guest parking only. Since the castle has

STREET/METER CLOSURES REQUESTED WITH DETAILS: n/a. little room for parking and only approx. guest # exceeds amount of spaces at castle.

WILL ADMISSION BE CHARGED OR PRODUCT SOLD: no

NUMBER OF VENDORS AT EVENT/FESTIVAL: n/a

NAME OF RESPONSIBLE PERSON: Ruth Smith

MAILING ADDRESS: 340 Town Creek Road, Clearville PA 15835

TELEPHONE NUMBER: (814) 494-3334

EMAIL: ruthmarie.0106@gmail.com

DATE APPLICATION SUBMITTED: March 11, 2026

SIGNATURE: Ruth M. Smith

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: [] Proof of Insurance on File

Signature of Approval: _____ Date: _____

**RESOLUTION #3 OF THE TOWN OF BATH BSWW WATER
COMMITTEE APPROVING INVOICES RELATING TO
CONSTRUCTION AND OTHER SERVICES FOR THE
SEWER EXTENSION PROJECT AND AUTHORIZING
PAYMENT THEREOF**

WHEREAS, the Town of Bath BSWW Water Committee has reviewed the invoices attached hereto and incorporated herein by reference in relation to the construction of the water project funded by the Economic Development Administration ("EDA") and WV State Matching Funds find as follows;

1. That none of the items for which payment is proposed have been requested from another source.
2. That each item for which the payment is proposed to be paid is or was necessary in connection with the Project and constitutes a cost of the project.
3. That each of such costs has been otherwise properly incurred.
4. That payment for each of the items proposed is due and owing.

NOW, THEREFORE, BE IT RESOLVED by the Town of Bath BSWW Water Committee that the payment of the attached invoices as summarized below are hereby authorized and directed:

VENDOR	EDA	STATE MATCH	TOTAL
DEP- Division of Water & Waste Management	\$0.00	\$925.00	\$925.00
TOTAL	\$0.00	\$925.00	\$925.00

ADOPTED BY the Town of Bath Council, at a meeting held on the 7th day of April, 2026

By: _____

Date: _____

Mayor, Gregory Schene



Division of Water and Waste Management

INVOICE

PHONE: (304) 926-0499 ext 41195

FAX: (304) 926-0481

Department of Environmental Protection
Division of Water and Waste Management
(TRES/RPD)
PO Box 364
Charleston, WV 25322

Page 1 of 1

INVOICE NO: 00521263

Invoice Date: 03/05/2026

Remit By: 04/04/2026

SCOTT MERKI
BATH, TOWN OF
271 WILKES ST STE A
BERKELEY SPRINGS, WV 25411

PLEASE
PAY THIS
AMOUNT **\$925.00**

Permit / ID No.	Anniversary Date	Description	Facility	Quantity	Unit Rate	Extension
WVR112512	04/18/2024	Groundwater Protection Fee	US 522 South Water Extension Project	1	50.00	\$50.00
	04/18/2024	WVNPDES Annual Permit Fee	US 522 South Water Extension Project	1	875.00	\$875.00
PLEASE PAY THIS AMOUNT >>>>						\$925.00

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT
PLEASE DO NOT STAPLE

Billed To: SCOTT MERKI
BATH, TOWN OF
271 WILKES ST STE A
BERKELEY SPRINGS, WV 25411

INVOICE NO: 00521263
INVOICE DATE: 03/05/2026
REMIT BY: 04/04/2026
AMOUNT DUE: \$925.00

Remit To: Department of Environmental Protection
Division of Water and Waste Management
(TRES/RPD)
PO Box 364
Charleston, WV 25322
FEIN: 556000769W

To pay this invoice with a credit card, please call 304-926-0499 ext 41195. Only Visa and MasterCard are accepted.

04042026000009250000521263

**BERKELEY SPRINGS WATER WORKS
EXPENDITURES AND ENCUMBRANCES**

BATCH DATE	YEAR:	General Account		
4/7/2026	2025			
ACCT #	VENDOR NAME	AMOUNT	DESCRIPTION	
	Close	\$ 495.00	April Accounting Services	
	Dawson's	\$ 133.95	Straw and grass seed - Johnson's Mill	
	CUSI	\$ 21,228.00	Annual	
	Potomac Edison	\$ 4,336.92	Master Bill - Mar	
	Town of Bath	\$ 495.72	Mar UT	
	Town of Bath	\$ 1,700.00	Mar Admin Costs	Monthly
	Town of Bath	\$ 800.00	Mar Rent on Wilkes St	Monthly
	Town of Bath	\$ 3,050.00	Mar Ground Rent for Tanks	Monthly
	Town of Bath	\$ 279.34	Mar 2025 EE Paid Dental/Vision	
	Town of Bath	\$ 160.00	99 Wilkes St Garbage	Quarterly
	Town of Bath	\$ 296.67	Berry Solutions	Monthly
	Town of Bath	\$ 110.00	Tech Support	
	GD&F	\$ 1,950.00	Engineering Services	
	Pentoney Brothers Contracting	\$ 1,250.00	Top Soil - Backfilling Digs	
	Richard Gay	\$ 765.00	Attorney Services	
	Health Department	\$ 115.00	Water Samples	
	USPS	\$ 834.91	Billing Postage	
	WSPSD	\$ 64.14	99 Wilkes St	Monthly
	TOTAL	\$ 38,064.65		

