

# TOWN OF BATH COUNCIL MEETING MINUTES

April 21, 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 April 7, 2026 were presented and approved by Common Consent.
4. **PERSONS BEFORE COUNCIL:** WV Senator Darren Thorne was in attendance to present the Town of Bath with a Proclamation from WV Governor Patrick Morrisey declaring Bath of be officially America's First Spa Town (attached). This was received with much appreciation by the Mayor and Council. This logo is also being trade marked for Bath and will be an enduring identifier.
5. **COMMUNICATIONS FROM MAYOR:** At this time Mayor Schene asked Recorder Webster to explain the process of the Public Hearing to Lay the Town of Bath Levy (attached) which she did. The Mayor opened the Public Hearing at 5:46pm and explained that the Bath Council had lowered the Levy Rate for the upcoming fiscal year to 11.050 per \$100.00. The attending public was asked for comment and hearing none, the Mayor closed the Public Hearing at 5:50pm.  
Mayor Schene delivered a presentation of the many advancements and projects of Bath due to good works by employees, expanded skilled staffing, attention to the Town's economy, appearance and good fiscal management.  
**MOTION:** To approve the Levy Order and Rate Sheet and the Recap and Certification of the Municipality of Bath for Fiscal Year 2026-27- Weber/Hickey – Carried

## COMMITTEE AND BOARD REPORTS

1. **ON TRAC:** The next meeting is May 15 The Founding Flavors Food Truck Festival will be on May 29, 2026. Executive Director Breanna Farris is working to move the On Trac program to the more extensive WV Main Street program.
2. **PARKS/REC:** Next meeting is May 21 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 and was present to further explain(attached).
5. **STREETSCAPE:** The next meeting is May 21. Co-Chair Pete Brown submitted a full written report (attached). He was present to highlight the need for the work on Congress, Green and Independence Streets. Public Works Chairman Weber hopes that the new and improved street lighting project by Potomac Edison will soon move to construction.
6. **TRAIN DEPOT:** Chairwoman Webster reported that the Finance Committee approved the estimate of GHS, Inc. to repair the problematic sewer line at the Depot. 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. Arrangements for delivery and installation are being made. Pete Brown is working with an electrician and other professionals to assess placement of the street lamp

posts.

Chairwoman Webster recounted 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): President Jones was present to report on the progress of the HLC in developing a walking tour of historic structures in Bath. She is contacting the owners of contributing structures to explain the HLC work and the significance of their buildings. The Preservation Alliance of WV is having their annual conference May 12-15 at Cacapon State Park. The Bath HLC will be offering their presentation to the conference on May 14 from 2:15 until 3:45.

8. CLERK & RECORDER: Recorder Webster had no Property Improvement Notifications to present at this time.

Recorder Webster presented four Property Use Requests (all attached).

a. Bringing in the May. Cynthia Reiffen was present to describe the festival to be held May 16-17. Webster will meet with her to clarify details and concerns about food truck parking on Fairfax and South Washington Streets.

b. Sleepy Creek Watershed Rain Barrel Workshop – Approved in Finance Committee

c. BSWW – Replacing a water line on Dawson Street – Approved in Finance Committee

d. Morgan County Expo – Approved in Finance Committee

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

(a) Town of Bath \$42,091.72- Motion to approve: Webster/Hickey- Carried

(b) BSWW \$72,529.08 - Motion to approve: Webster/Dalson-Carried

(c) On Trac \$1,744.30- Motion to approve: Webster/Hickey – Carried

(d) Hotel/Motel Distribution \$21,507.63- Motion to approve: Webster/Hickey – Carried

(e) Tree Board \$100.00 – Webster/ Hickey – Carried

Webster presented a Request for Revision to Approved Budget and Resolution #2026-04- 01 (attached) to make and enter this request. Mayor Schene and Clerk Corrick further explained the request.

MOTION: To approve Resolution #2026-04-01 – Hickey/Weber

Mayor Schene conducted the required Poll Vote with all of Council voting in favor.

10. TREE BOARD: The next meeting is May 20. The Arbor Day celebration will be held in the Berkeley Springs State Park at 10am on April 25.

11. GRANTS: The next meeting is April 20. Grant Committee Chairwoman Dalson reported that all previously shared grant application submittals and awards are being tracked and administered efficiently. The Committee is researching all opportunities. Committee member 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 May 20. All were reminded that April 25 is DEA Drug Take Back Day and that our location is the Town Hall parking lot. Applications for a third officer for the BSPD have been submitted. Officer Stangle has been in training this past week. A grant has been submitted for two new police cruisers.

13. CEMETERY: Chairwoman Skinner told Council that the next meeting is May 21. Mowing

is ongoing at Greenway and she is happy to have the help of the Bath Labor Crew and volunteer participation. The Public Works Labor Crew is working there on Tuesdays and very much appreciated. Skinner has seen an increase in other organization's cooperation and participation in improvements, events and outreach for the cemeteries. The Cemetery Committee and the Greenway Management and Maintenance Corporation will be participating in the Preservation Alliance of WV Conference this year with workshops in cleaning, resetting and leveling headstones. This will be conducted at Greenway Cemetery.

14. PUBLIC WORKS: The next meeting is May 21 at 2:30. The Labor Crew is continuing their work with cleaning one block at a time and their efforts are being recognized by the public. WV DOH drainage issues at Green and Fairfax Street are causing severe problems with the paver section of Fairfax. Chairman Weber will make the State aware of this problem. Potomac Edison has told Weber that they are having trouble receiving the lights to replace and add lighting in Bath. The Chairman is committed to resolving this issue.
15. ORDINANCE: The next meeting is May 21 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. Nothing further to report at this time.
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. Setting the BSWW service boundary is important to not extend the utility beyond it's capacity to efficiently serve the public. Morgan County leadership must locate and develop other sources of water to satisfy their growth ambition.
17. PUBLIC COMMENT: Kevin Kellman expressed frustration that the WV DOH has not repainted the crosswalks that were there before they repaved the street. Council agreed and will renew efforts to achieve this goal. Kellman added that there is a lot of gravel from the winter still on the Martinsburg Road. Dusty Martin, Executive Director of TBS, described the new scheduling for the Uniquely WV Festival. It is now over four weekends rather than one and has been quite successful.
18. MOTION TO ADJOURN: – By Common Consent

Attest:

Mayor



Recorder



# Proclamation

## by Governor Patrick Morrisey

- Whereas,** the Town of Bath, located in Morgan County in the Eastern Panhandle, was formally established in 1776 when the area was part of the Colony of Virginia, and is among the earliest municipalities in the region; and
- Whereas,** Bath now lies within the Great State of West Virginia, serving as the county seat of Morgan County and playing a vital role in the civic, governmental, and economic life of the county and surrounding region; and
- Whereas,** the Town of Bath was founded around warm mineral springs long celebrated for their restorative and therapeutic qualities, attracting visitors seeking health, wellness, and relaxation for centuries; and
- Whereas,** the Virginia General Assembly recognized the importance of these springs by reserving them for public use, establishing one of the earliest public wellness destinations in America; and
- Whereas,** the name Bath honors the town's historic identity and enduring legacy as a destination centered around its renowned mineral springs; and
- Whereas,** General George Washington was a frequent visitor to the springs, helping to establish the town's early national reputation as a place of healing, relaxation, and natural beauty; and
- Whereas,** for nearly 250 years, the Town of Bath has preserved its historic legacy while welcoming visitors from across the nation and around the world to experience its mineral waters, historic baths, arts community, and small-town hospitality; and
- Whereas,** the year 2026 marks the 250th Anniversary of the founding of the Town of Bath, providing an opportunity to celebrate its historic contributions to tourism, wellness, and the cultural heritage of Morgan County and the State of West Virginia.

Now, **Therefore,** Be it Resolved that I, Patrick Morrisey, Governor of the Great State of West Virginia, do hereby proclaim the *Town of Bath, West Virginia*, as:

### *America's First Spa Town*

in the Mountain State and encourage all citizens to join me in observance.

**In Witness Whereof,** I have hereunto set my hand and caused the Great Seal of the State of West Virginia to be affixed.

**Done** at the Capitol, City of Charleston, State of West Virginia, this the Eighteenth Day of March, in the year of our Lord, Two Thousand Twenty-Six, and in the One Hundred Sixty-Third Year of the State.



*Patrick Morrisey*

Patrick Morrisey  
Governor

By the Governor:

*Kris Warner*

Kris Warner  
Secretary of State

**MUNICIPALITY OF BATH (BERKELEY SPRINGS)  
LEVY ORDER AND RATE SHEET  
2026 - 2027**

**The following is a true copy from the record of orders entered by this entity  
on the 21 day of April, 2026.**

**SIGNATURE:** \_\_\_\_\_

Municipal Clerk or Recorder

	<b>Column E</b>		
<b>Current Year</b>	<b>Certificate of Valuation</b>	<b>Levy</b>	<b>Taxes</b>
<b>Class I</b>	<b>Assessed Value for Tax Purposes</b>	<b>Rate/\$100</b>	<b>Levied</b>
Personal Property	\$ _____ 0	11.050	\$ _____ 0
Public Utility	_____ 0		_____ 0
<b>Total Class I</b>	<b>\$ _____ 0</b>		<b>\$ _____ 0</b>
<b>Class II</b>			
Real Estate	\$ _____ 17,651,650	22.100	\$ _____ 39,010
Personal Property	_____ 0		_____ 0
<b>Total Class II</b>	<b>\$ _____ 17,651,650</b>		<b>\$ _____ 39,010</b>
<b>Class IV</b>			
Real Estate	\$ _____ 26,732,110	44.200	\$ _____ 118,156
Personal Property	_____ 4,816,806		_____ 21,290
Public Utility	_____ 5,615,137		_____ 24,819
<b>Total Class IV</b>	<b>\$ _____ 37,164,053</b>		<b>\$ _____ 164,265</b>
<b>Total Value &amp; Projected Revenue</b>	<b>\$ _____ 54,815,703</b>		<b>\$ _____ 203,275</b>
Less Delinquencies, Exonerations & Uncollectable Taxes		5.00%	10,164
Less Tax Discounts		2.00%	3,862
Less Allowance for Tax Increment Financing - see worksheet (Subtracted from regular current expense taxes levied only)			0
<b>Total Projected Property Tax Collection</b>			<b>189,249</b>
Less Assessor Valuation Fund (Subtracted from regular current expense taxes levied only)		2.00%	3,785
Net Amount to be Raised by Levy of Property Taxes For Budget Purposes			<b>\$ 185,464</b>

# MUNICIPALITY OF BATH (BERKELEY SPRINGS)

## Recap and Certification

### FISCAL YEAR JULY 1, 2026 - JUNE 30, 2027

Account Number		REVENUE RECAP	General Fund Budgeted Revenues 2026 - 2027	Coal Severance Tax Budgeted Revenues 2026 - 2027
295	299	Beginning Balance, July 1st	20,000	6,250
301	319	Taxes	874,464	2,500
320	324	Fines and Forfeitures	50,000	
325	329	Licenses and Permits	27,000	
330	364	Charges for Services	357,000	
365	377	Intergovernmental	10,000	
378	399	Miscellaneous	32,800	1,200
<b>Grand Totals - Revenues</b>			<b>1,371,264</b>	<b>9,950</b>

Account Number		EXPENDITURE RECAP	General Fund Budgeted Expenditures 2026 - 2027	Coal Severance Tax Budgeted Expenditures 2026 - 2027
401	699	General Government Expenditures	260,264	0
700	749	Public Safety Expenditures	364,000	0
750	799	Street & Transportation Expenditures	285,000	9,950
800	899	Health & Sanitation Expenditures	256,000	0
900	949	Culture & Recreation Expenditures	135,000	0
950	974	Social Services Expenditures	36,000	0
975	999	Capital Projects Expenditures	35,000	0
<b>Grand Totals - Expenditures</b>			<b>1,371,264</b>	<b>9,950</b>

Please select the basis of accounting for

BATH (BERKELEY SPRINGS)

Cash Basis

STATE OF WEST VIRGINIA

MUNICIPALITY OF BATH (BERKELEY SPRINGS), WEST VIRGINIA

I, SUSAN J WEBSTER, RECORDING OFFICER OF SAID MUNICIPALITY, DO HEREBY CERTIFY THAT THE FOREGOING ELECTRONIC FILES ARE TRUE COPIES FROM THE RECORD OF ORDERS MADE AND ENTERED BY SAID COUNCIL ON THE 17 DAY OF MARCH 2026.

5	
0	

indicate number of council who voted for this budget

indicate number of council who voted against this budget

  
 \_\_\_\_\_  
 (Signature)

**RECORDER**  
 \_\_\_\_\_  
 Official Title of Recording Officer



# State of West Virginia

**Mark A. Hunt**

**State Auditor**

Office of the State Auditor  
Local Government Services  
PO Box 1063  
Clarksburg, WV 26302

Toll Free: (877) 982-9148  
Telephone: (304) 627-2415  
Fax: (304) 340-5090  
[www.wvsao.gov](http://www.wvsao.gov)

March 31, 2026

## NOTICE OF APPROVAL OF THE LEVY ESTIMATE (BUDGET)

To: Municipality of Bath (Berkeley Springs)

In accordance with the provisions of Chapter 11, Article 8, of the West Virginia Code, as amended, the State Auditor of West Virginia hereby approves your Levy Estimate (Budget) for the fiscal year beginning July 1, 2026.

With this written approval, the levying body shall meet on the third Tuesday in April (April 21) to hear and consider any objections and to officially adopt the levy rates for property taxation. The clerk/recording officer, within three days of such meeting, shall prepare and forward to the State Auditor the officially adopted levy rates and levy order.

Please remember that you are required to do a budget revision in July to report the actual carryover for the year. The coal severance balance needs reported by July 15 and the general fund balance should be reported by July 31.

If you have any questions, please do not hesitate to contact us at: [LGS@wvsao.gov](mailto:LGS@wvsao.gov) or 304-627-2415.

Sincerely,  
Mark A. Hunt  
WV State Auditor

A handwritten signature in cursive script, appearing to read "Ora L. Ash".

By: Ora L. Ash  
Deputy State Auditor  
Local Government Services

**Status Update of Streetscape & NBRT Projects for Town Council  
April 21, 2026**

**STREETSCAPE**

**Phase VI Design Notice To Proceed & Start of Design**

- Received the DOH Notice to Proceed (NTP) dated 4-1-2026 on April 7, 2026.
- Mayor signed Task Order #2 to Thrasher to authorize design expenditures
- Tuesday May 5<sup>th</sup> set for the in-Town review of the Phase VI Scope and Conditions, followed by the tentative Schedule for the planned 30% Design and Cost Estimate, the 90% and Final Design, Cost Estimate and construction solicitation schedule.
- Drafting a list of focus areas for the May 5<sup>th</sup> review.
- Scope of the Phase VI Design and Construction: (Phase VI Construction TA Grant Applied for)
  - Congress Street – North Washington to Green
    - New sidewalks & curbs on north & south sides (N. Washington to Mercer); on north only Mercer to Green
    - Up to five new streetlights
    - Re-planking of the walkway over the Run
    - Revised stormwater drainage in both blocks
  - Union Street – North Washington to Mercer
    - New and revised sidewalks and curbs on north and south sides
    - Revised stormwater drainage
    - Up to four new streetlights
  - Final designs and construction content will be determined by Cost Estimates to be developed as part of the 30% Design work
  - Required ADA corners/ramps have already been completed for Phase VI area

**Independence Street Revitalization Project**

- Applications for the Design and Construction of the Project were submitted to Sen. Capito and Sen. Justice offices.
- Task Order #3 was previously issued to Thrasher for a 30% Design and Cost Estimate for this Project (using only Town Funds). This is separate from the Phase VI DOH Grant/Town Match work.
- Initial planning will be established during the May 5<sup>th</sup> Thrasher in-Town Review. Schedule will follow from this session.

**Streetscape Committee Meeting** was held Thursday April 16<sup>th</sup>, 10 to 11 am. Outcomes covered above.

**NBRT**

**NBRT Task Force**

- No recent update from DOH or County

**Depot Trailhead Improvement Project – Progress and Next Steps:**

- No recent update from DOH or County

**Next Task Force Meeting:**

- Unknown - possibly April 22<sup>nd</sup>.

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

### OFFICIAL USE ONLY

Fiscal Year \_\_\_\_\_  
Festival License \_\_\_\_\_  
Business License \_\_\_\_\_  
License Fee \$ \_\_\_\_\_  
Date Issued \_\_\_\_\_

Please Print or Type

NAME OF EVENT:

Bringing in the May

DATE(S) OF EVENT:

May 16 and 17 (Saturday + Sunday)

REQUESTING GROUP OR ORGANIZATION:

Bringing in the May

BEGINNING AND ENDING TIMES:

Festival is 11-5 both days but setup is

PROPERTY REQUESTED:

Park the night before after 5

PURPOSE OF USE:

Festival - need space for food trucks

STREET/METER CLOSURES REQUESTED WITH DETAILS:

meters on 522 along park and

WILL ADMISSION BE CHARGED OR PRODUCT SOLD:

(NO admission) fairfax st. by park

NUMBER OF VENDORS AT EVENT/FESTIVAL:

NAME OF RESPONSIBLE PERSON:

Bibi Hahn / Cynthia Reiffen

MAILING ADDRESS:

228 Spring Valley Dr BS // 137 Prospect Peak Lane

TELEPHONE NUMBER:

304-258-5884

EMAIL:

creiffen@msn.com

DATE APPLICATION SUBMITTED:

April 8 2020

SIGNATURE:

Cynthia Reiffen

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:

Town Flat Fee: \$ \_\_\_\_\_

Festival License Fee Due:

\$ \_\_\_\_\_ \$15.00 w/ Business License

\$ \_\_\_\_\_ \$35.00 w/o Business License

\$ \_\_\_\_\_ Total Due

Proof of Insurance on File

(5) food trucks

Unloading zone OK

Pay Now using our QR Code!



Signature of Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Need meters only (not street) blocked on Fairfax St. and 522 by the park, from Friday eve to Sunday eve.

Thank you!



# 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

OFFICIAL USE ONLY	
Fiscal Year	_____
Festival License	_____
Business License	_____
License Fee \$	_____
Date Issued	_____

Please Print or Type

NAME OF EVENT: SLEEPY CREEK WATERSHED RAIN BARREL Workshop

DATE(S) OF EVENT: JUNE 13<sup>th</sup> 2026

REQUESTING GROUP OR ORGANIZATION: SLEEPY CREEK WATERSHED ASSO.

BEGINNING AND ENDING TIMES: 11-12 NOON

PROPERTY REQUESTED: TRAIN STATION PARKING LOT

PURPOSE OF USE: RAIN BARREL Workshop

STREET/METER CLOSURES REQUESTED WITH DETAILS: N/A

WILL ADMISSION BE CHARGED OR PRODUCT SOLD: Products (RAIN BARRELS) Sold

NUMBER OF VENDORS AT EVENT/FESTIVAL: 1

NAME OF RESPONSIBLE PERSON: SUSAN TAYLOR-DRAPP

MAILING ADDRESS: 50 MILL FARM TRAIL BERKELEY SPRINGS

TELEPHONE NUMBER: 304-258-6611

EMAIL: SUTAYLOR7@EARTHLINK.NET

DATE APPLICATION SUBMITTED: 4/14/26

SIGNATURE: Susan Taylor-Drapp

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:
    - Town Flat Fee: \$ \_\_\_\_\_
    - Festival License Fee Due:
      - \$ \_\_\_\_\_ \$15.00 w/ Business License
      - \$ \_\_\_\_\_ \$35.00 w/o Business License
      - \$ \_\_\_\_\_ Total Due
  - Proof of Insurance on File

Pay Now  
using our QR  
Code!



Signature of Approval: \_\_\_\_\_ Date: \_\_\_\_\_



# 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

### OFFICIAL USE ONLY

Fiscal Year \_\_\_\_\_  
Festival License \_\_\_\_\_  
Business License \_\_\_\_\_  
License Fee \$ \_\_\_\_\_  
Date Issued \_\_\_\_\_

Please Print or Type

NAME OF EVENT: Replacing a Water Line.

DATE(S) OF EVENT: April 28th-29th.

REQUESTING GROUP OR ORGANIZATION: Berkeley Springs Water Works

BEGINNING AND ENDING TIMES: April 28th - 9:00am-4:00pm, April 29th - 9:00am-4:00pm

PROPERTY REQUESTED: Dawson Street

PURPOSE OF USE: Closing Road to dig up and replace water line. We will close the Road.

STREET/METER CLOSURES REQUESTED WITH DETAILS: Dawson Street - Entire Street.

WILL ADMISSION BE CHARGED OR PRODUCT SOLD: N/A

NUMBER OF VENDORS AT EVENT/FESTIVAL: N/A

NAME OF RESPONSIBLE PERSON: Breauna Farris

MAILING ADDRESS: 271 Wilkes Street, Berkeley Springs WV, 25411

TELEPHONE NUMBER: 304-258-1290

EMAIL: Brefarristob@gmail.com

DATE APPLICATION SUBMITTED: 04/14/2026

SIGNATURE: Breauna 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:  Approved

Denied

Approved Subject to Following:

Town Flat Fee: \$ \_\_\_\_\_

Festival License Fee Due:

\$ \_\_\_\_\_ \$15.00 w/ Business License

\$ \_\_\_\_\_ \$35.00 w/o Business License

\$ \_\_\_\_\_ Total Due

Proof of Insurance on File

Pay Now  
using our QR  
Code!



Signature of Approval: \_\_\_\_\_ Date: \_\_\_\_\_



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
townadmin@townofbathwv.gov

Please Print or Type

NAME OF EVENT: Morgan County EXPO
DATE(S) OF EVENT: August 15th 7am - 4pm
REQUESTING GROUP OR ORGANIZATION: Morgan Co. Extension
BEGINNING AND ENDING TIMES: 7am - 4pm
PROPERTY REQUESTED: 3 parking spaces on Wash. St. besides park
PURPOSE OF USE: Loading/Unloading zone
STREET/METER CLOSURES REQUESTED WITH DETAILS: We need 3 spaces along Washington St. to help vendors & tables set up.
WILL ADMISSION BE CHARGED OR PRODUCT SOLD: NO admission but vendors sell
NUMBER OF VENDORS AT EVENT/FESTIVAL:
NAME OF RESPONSIBLE PERSON: Asa Thurman
MAILING ADDRESS: 80 War Memorial Trail, Suite C, B.S. 25411
TELEPHONE NUMBER: 304-258-8400
EMAIL: asa.thurman@mail.wvu.edu
DATE APPLICATION SUBMITTED: 4/13/2026
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
[ ] Approved Subject to Following:
[ ] Proof of Insurance on File

Signature of Approval: \_\_\_\_\_ Date: \_\_\_\_\_

RESOLUTION 2026-04-01

At a regular session of the municipal council, held April 21, 2026, 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 6 for fund 1 a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Rick Weber <sup>Levy</sup>, and duly seconded by Mary Lynn Hickey <sup>Levy</sup> 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	✓	<input checked="" type="radio"/> Yes or No
Mary Lynn Hickey	✓	<input checked="" type="radio"/> Yes or No
Reba Dalson	✓	<input checked="" type="radio"/> Yes or No
Rick Weber	✓	<input checked="" type="radio"/> Yes or No
Ryan Kessel	✓	<input checked="" type="radio"/> Yes or No

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.

Ale

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: **6**  
 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
304	Excise Tax on Utilities	45,000	10,000		55,000
320	Fines, Fees & Court Costs	10,000	5,000		15,000
367	Other Grants	2,225	9,000		11,225
380	Interest Earned on Investments	10,001	13,500		23,501
389	Accident Reports	100	140		240
	#N/A				

**NET INCREASE/(DECREASE) Revenues (ALL PAGES)** 37,640

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
418	City Auditor	3,000	500		3,500
440	City Hall	163,530	5,350		168,880
444	Contributions / Transfers to Other Funds	273,778		39,810	233,968
	#N/A	287,086	14,000		301,086
750	Streets and Highways	158,625	26,600		185,225
800	Garbage Department	215,625	30,000		245,625
912	Civic Promotions		1,000		1,000
	#N/A				
	#N/A				
	#N/A				

**NET INCREASE/(DECREASE) Expenditures** 37,640

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Division Date

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE



**BERKELEY SPRINGS WATER WORKS  
EXPENDITURES AND ENCUMBRANCES**

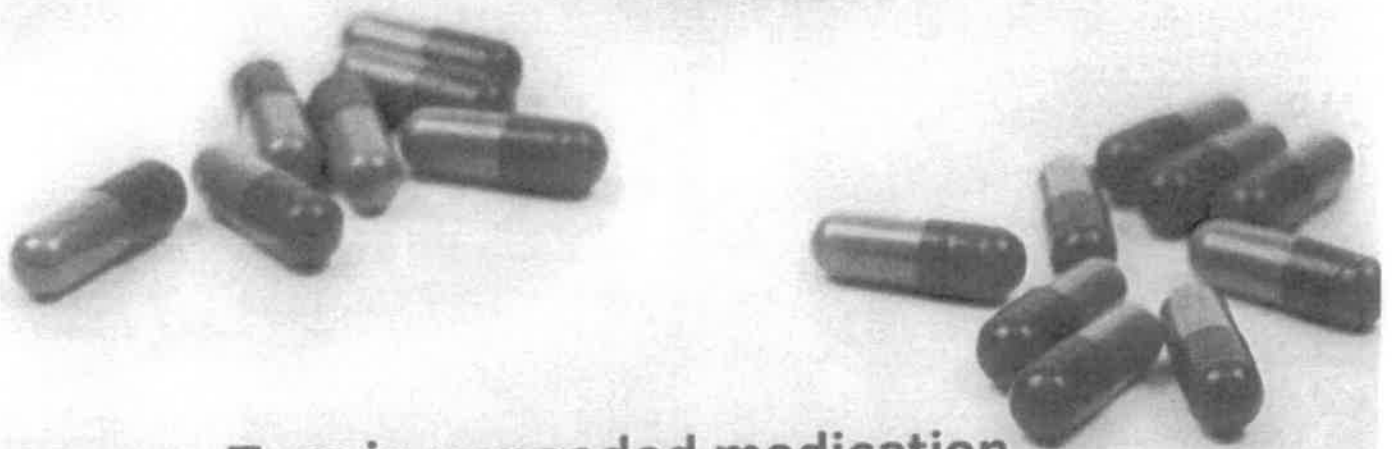
		General Account	
BATCH DATE	YEAR:	2025	
	4/21/2026		
VENDOR ACCT #	VENDOR NAME	AMOUNT	DESCRIPTION
	AT&T	\$ 41.24	First Net Sim Card
Check #28336	ASI	\$ 1,900.00	Second Data Pull
R&R	Core & Main	\$ 12,200.04	36 - 5/8in Water Meters
R&R	GHS	\$ 1,485.00	Johnson Mill Rd & Load of Stone
	Richard Gay	\$ 450.00	Legal Services
	Miss Utility	\$ 28.05	March Message Fees
	Pace	\$ 2,336.00	Water Sample Testing
ACH	US Bank	\$ 2,738.12	Mayhew
ACH	US Bank	\$ 172.95	Powell
ACH	US Bank	\$ 50.65	Unger
ACH	US Bank	\$ 174.73	Redick
ACH	US Bank	\$ 10,181.93	H201
ACH	US Bank	\$ 151.58	Montanaro
ACH	Town of Bath	\$ 6,086.84	RHBT PEIA Payment - April 2026
ACH	Town of Bath	\$ 419.01	Wv - Mountaineer Flexible Benefits
ACH	Reserve for Debt	\$ 19,112.94	Bond Coverage
ACH	Reserve for Operations	\$ 15,000.00	O&M - Needs brought back up to 1/8 of budget
			Reserve for Debt
	<b>TOTAL</b>	<b>\$ 72,529.08</b>	







**DEA NATIONAL <sup>Rx</sup>**  
**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](http://DEATakeBack.com) for a collection site near you.