



CORPORATION OF HARPERS FERRY

Town Council

MINUTES

Special Meeting **Friday, January 22, 2021** **5:00 p.m.**
Town Hall • 1000 Washington Street, Harpers Ferry, West Virginia 25425 • VIA ZOOM

CALL TO ORDER: 5:02 pm by Mayor Wayne Bishop. Due to the COVID-10 pandemic, this meeting was conducted through Zoom and live-streamed on social media, in compliance with the State's emergency guidance on the Open Governmental Meeting Act.

Member	Title	Status
Wayne Bishop	Mayor	Present
Kevin Carden	Recorder	Absent
Barbara Humes	Councilmember	Present
Jay Premack	Councilmember	Present
Christian Pechuekonis	Councilmember	Present
Hardwick S. Johnson, Jr.	Councilmember	Present
Nancy Singleton Case	Councilmember	Present

APPROVAL OF AGENDA: The agenda was approved as received.

1. Discussion and action on approving repair or replacement of the Town Hall elevator.

In November 2020, the Town Hall elevator failed its annual inspection and was operationally closed at that time. In December 2020, Oracle Elevator assessed the maintenance issue, providing a diagnostic that determined the source was the load limiter, concluding that the load limited would need to be replaced. Bids were sought and submitted from three different elevator repair companies. This matter, along with the submitted bids, was discussed and evaluated by the Budget and Finance Committee during a special meeting on 1/21/21. After assessing the details of all bids, Budget and Finance voted to recommend to Town Council that Oracle Elevator be retained for the elevator repair, but the committee requested the warranty terms of the vendor and clarification on the final cost of the bid. After receiving an updated bid outlining the warranty terms and clarifying the total cost, the Town Council also selected Oracle Elevator as the vendor for the elevator repair and voted as follows:

Motion	Based upon the bid and terms submitted by Oracle Elevator on 1/22/21, I move that Town Council approve Oracle Elevator be retained to repair the Town Hall elevator, budgeted from line item 440, up to and not to exceed a total cost of \$5500. (ROLL CALL VOTE REQUESTED)
Motion by	N. Case
Second	B. Humes
Aye	B. Humes, J. Premack, C. Pechuekonis, H. Johnson, N. Case
Nay	
Recusal	W. Bishop (potential conflict of interest)
Result	Motion Carried – Unanimous

Motioned to adjourn by N. Case, seconded by J. Premack. Meeting adjourned at 5:18 p.m.

The above minutes are true and correct, as approved.

W. Bishop: _____ Date: _____
 Mayor

K. Carden: _____ Date: _____
 Recorder
(minutes prepared by N. Case on behalf of K. Carden)