



CORPORATION OF HARPERS FERRY

Town Council

MINUTES

Special Meeting

Tuesday, 2 November 2021

5:00 p.m.

Town Hall • 1000 Washington Street, Harpers Ferry, West Virginia 25425

Called to order at 5 p.m. by Mayor Vaughn. The meeting took place via Zoom due to the COVID-19 pandemic. The meeting was live-streamed for the public on YouTube, in compliance with the State's emergency guidance on the Open Governmental Meetings Act.

| Member | Title | Status |
|-------------------------|---------------|------------------------------|
| Greg Vaughn | Mayor | Present |
| Kevin Carden | Recorder | Absent |
| Chris Craig | Councilmember | Present |
| Greg "Storm" DiCostanzo | Councilmember | Present (<i>recording</i>) |
| Laurel Drake | Councilmember | Present |
| Jim Jenkins | Councilmember | Present |
| Christian Pechuekonis | Councilmember | Present |

The agenda was approved after moving item #2 to #1; #1 to #2; and eliminating item #3 from the original agenda.

- 1. Discussion and action on creating an evaluation committee using formal evaluation criteria to select the best bid proposal with one backup in case the winning vendor cannot perform within the parameters of the written bid.**

| | |
|------------------|---|
| Motion | Motion to appoint the current members of the Budget and Finance Committee, plus the Town's Financial Officer, to be a Special Committee to evaluate the Water Works sludge removal contract, using formal evaluation criteria to select the best bid proposal with one backup in case the winning vendor cannot perform within the parameters of the written bid. |
| Motion by | Storm DiCostanzo |
| Second | Christian Pechuekonis |
| YES | 6 |
| NO | 0 |
| Result | MOTION APPROVED |

- 2. Discussion and action on approval of the wording for the Request for Proposal for the removal, transport, and disposal of the post-processing sludge at the two Water Plant holding tanks.**

There was a brief discussion. An amendment was made to the RFP to clarify language requiring the vendor to disclose its planned disposal site in its proposal and to provide a written receipt from the disposal site.

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|------------------|---|
| Motion | Motion to approve the Request for Proposal for the removal, transport, and disposal of the post-processing sludge at the two Water Plant holding tanks, as amended. |
| Motion by | Storm DiCostanzo |
| Second | Chris Craig |
| YES | 6 |
| NO | 0 |
| Result | MOTION APPROVED |

Motion to adjourn by Laurel Drake, second by Chris Craig. Meeting adjourned at 5:25 p.m.

The above minutes are true and correct, as approved.

Mayor: _____ Date: _____

Recorder: _____ Date: _____