



REGULAR TOWN COUNCIL MEETING

July 23, 2018 @ 7:00pm
Warren County Government Center

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call
4. Approval of the Regular Council Meeting minutes of July 9, 2018
5. Receipt of Petitions and/or Correspondence from the Public
6. Reports:
 - a. Report of special committees or Town officials and Town Manager
 - b. Requests and inquiries of Council members.
 - c. Report of the Mayor
 - d. Proposals for addition/deletion of items to the Agenda.
7. **CONSENT AGENDA ITEMS** – (ROLL CALL VOTE REQUIRED) - NONE
8. **COUNCIL APPROVAL** – Reconsider Bid for Chemicals used at Wastewater and Water Treatment Plants during FY19
9. **COUNCIL APPROVAL** – Budget Amendment to Accept VML Funds
10. **COUNCIL APPOINTMENTS** – Planning Commission
11. **CLOSED MEETING** – Consultation with Legal Counsel

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Town of Front Royal, Virginia Council Agenda Statement

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Item No. 8

Meeting Date: July 23, 2018

Agenda Item: COUNCIL APPROVAL – Reconsider Bid for Chemicals used at Wastewater and Water Treatment Plants during FY19

Summary: Council approved bids from various companies for the purchase of various chemicals to be used at the Wastewater Treatment and Water Treatment Plants during FY 19 on July 9, 2018. One of the items awarded on July 9, was awarded incorrectly to Univar due to a clerical error. Council is requested to reconsider the approval by awarding the chemical bid for 54,000 gallons of DelPac to USALCO in the amount of \$2.7936 per gallon instead of \$2.86 per gallon.

Budget/Funding: FY19 Water Treatment budget line item 9601-45413 “Other Operating Supplies”, and the FY19 Wastewater Treatment budget line item 9801-45413 “Other Operating Supplies”

Attachments: Chemical Tabulation Sheets from Purchasing Manager

Meetings: None

Staff Recommendation: Approval ✓ Denial

Proposed Motion: I move that Council approve the chemical bid for 54,000 gallons of DelPac to USALCO in the amount of \$2.7936 per gallon to correct the bid approved at the July 9, 2018 meeting.

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance
*To be clear and concise, motions should be made in the positive

Approved By: *JW*



TOWN OF FRONT ROYAL, VIRGINIA

Quotation Tabulation

Item: WATER TREATMENT/WASTEWATER TREATMENT CHEMICALS

Date: June 14, 2018

Mailed: 6 & Webstie Notification

Quotation #19

Replied 9

	VENDOR QUOTATIONS								
	ENVIRONMENTAL OPERATING SOLUTIONS BOURNE MA	KUEHNE CO. SOUTH KEARNY NJ	Thatcher Salt Lake City UT	COYNE CHEMICAL CROYDON PA	SHANNON CHEMICAL MALVERN PA	USALCO BALTIMORE MD	UNIVAR MORRISVILLE PA	CHEMTRADE CHEMICALS PARSIPPANY NJ	SUFFOLK SALES & SERVICE SUFFOLK VA
ESTIMATED QUANTITIES FOR FIRM DELIVERED PRICE FOR THE PERIOD: JULY 1, 2018 THROUGH JUNE 30, 2019 WATER TREATMENT:									
32,000 GALLONS - POLYALUMINUM HYDROXYCHLOROSULFATE	N/Q	N/Q	N/Q	N/Q	N/Q	1.5688/GAL	\$2.52/GAL	\$3.48/GAL	N/Q
270 TONS - SODIUM HYPOCHLORITE	N/Q	\$250.00/TON	N/Q	N/Q	N/Q	N/Q	\$176.24/WT	N/Q	\$195.00
1 TON - CARBON (AQUA NUCAR) 50# BAGS ONLY	N/Q	N/Q	\$2,318.00	N/Q	N/Q	N/Q	\$1,654.00/DT	N/Q	N/Q
6 TONS - SODIUM FLUORIDE (CRYSTAL)	N/Q	N/Q	N/Q	\$1,698.8965/TON	N/Q	N/Q	\$1,917.00/TON	N/Q	N/Q
6 TONS - POTASSIUM PERMANGANATE (TECHNICAL GRA	N/Q	N/Q	N/Q	\$3,827.0406/TON	N/Q	N/Q	\$7,348.00/TON	N/Q	N/Q
8 DRUMS - SODIUM PERMANGANATE	N/Q	N/Q	N/Q	\$715.9913/DRUM	\$597.97/DRUM	N/Q	\$645.15/DRUM	N/Q	N/Q
2 DRUMS - SODIUM CHLORITE	N/Q	N/Q	N/Q	\$547.3235/DRUM	N/Q	N/Q	N/Q	N/Q	N/Q
2 DRUMS - HYDROLCHLOIC ACID	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q
WASTEWATER TREATMENT:									
48,000 GALLONS MICRO-C 2000	\$1.89/GAL	N/Q	N/Q	N/Q	N/Q	2.7936/GAL	\$2.58/GAL		NQ
54,000 GALLONS DelPac-XG-Aluminum Chloride Hydroxide (OR approved equal, per attached specifications)	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q	\$2.86/GAL (Univar Coag 1160)	3.48/GAL	

The above proposals verified to specifications and compliance with terms and conditions.

Purchasing Manager

July 10, 2018



TOWN OF FRONT ROYAL, VIRGINIA

Quotation Tabulation

Item: WATER TREATMENT/WASTEWATER TREATMENT CHEMICALS

Date: June 14, 2018

Mailed: 5 & Webstie Notification

Quotation #19

Replied 9

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ESTIMATED QUANTITIES FOR FIRM DELIVERED PRICE FOR THE PERIOD: JULY 1, 2018 THROUGH JUNE 30, 2019 WATER TREATMENT:									
32,000 GALLONS - POLYALUMINUM HYDROXYCHLOROSULFATE	N/Q	N/Q	N/Q	N/Q	N/Q	1.5688/GAL	\$2.52/GAL	\$3.48/GAL	N/Q
270 TONS - SODIUM HYPOCHLORITE	N/Q	\$250.00/TON	N/Q	N/Q	N/Q	N/Q	\$176.24/WT	N/Q	\$195.00
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6 TONS - SODIUM FLUORIDE (CRYSTAL)	N/Q	N/Q	N/Q	\$1,698.8965/TON	N/Q	N/Q	\$1,917.00/TON	N/Q	N/Q
6 TONS - POTASSIUM PERMANGANATE (TECHNICAL GRA	N/Q	N/Q	N/Q	\$3,827.0406/TON	N/Q	N/Q	\$7,348.00/TON	N/Q	N/Q
8 DRUMS - SODIUM PERMANGANATE	N/Q	N/Q	N/Q	\$715.9913/DRUM	\$597.97/DRUM	N/Q	\$645.15/DRUM	N/Q	N/Q
2 DRUMS - SODIUM CHLORITE	N/Q	N/Q	N/Q	\$547.3235/DRUM	N/Q	N/Q	N/Q	N/Q	N/Q
2 DRUMS - HYDROLCHLOIC ACID	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q
WASTEWATER TREATMENT:									
48,000 GALLONS MICRO-C 2000	\$1.89/GAL	N/Q	N/Q	N/Q	N/Q	NQ	\$2.58/GAL	NQ	NQ
54,000 GALLONS DelPac-XG-Aluminum Chloride Hydroxide (OR approved equal, per attached specifications)	N/Q	N/Q	N/Q	N/Q	N/Q	\$2.7936/GAL	\$2.86/GAL (Univar Coag 1160)	3.48/GAL	NQ
The above proposals verified to specifications and compliance with terms and conditions.									
 Purchasing Manager									

July 16, 2018

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Town of Front Royal, Virginia Council Agenda Statement

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Item No. 9

Meeting Date: July 23, 2018

Agenda Item: COUNCIL APPROVAL – Budget Amendment to Accept VML Funds

Summary: Council is requested to approve a budget amendment in the amount of \$4,000 to accept funds from the Virginia Municipal League (VML) Insurance Program to purchase water filled barricades.

Budget/Funding: 1000-3310010 – General Fund Grant Proceeds - \$4,000
3102-45413 – Police Patrol Other Operating Expense - \$4,000

Attachments: Memo from the Director of Finance

Meetings: None

Staff Recommendation: Approval ✓ Denial

Proposed Motion: I move that Council approve a budget amendment in the amount of \$4,000 to accept funds from the Virginia Municipal League (VML) Insurance Program to purchase water filled barricades.

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: *JW*



MEMORANDUM

Date: July 18, 2018
To: Tina Presley, Senior Administrative Assistant
Jennifer Berry, Clerk of Council
From: B.J. Wilson, Director of Finance
RE: Agenda Item - Budget Amendment

The Police Department would like to request Town Council to approve a budget amendment to accept \$4,000.00 from the V.M.L. Insurance Programs to purchase water filled barricades.

The FY2019 budget amendment will involve line items:

1000-3310010	General Fund Grant Proceeds - \$4,000.00
3102-45413	Police Patrol Other Operating Expense - \$4,000.00

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**Town of Front Royal, Virginia
Council Agenda Statement**

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Item No. 10

Meeting Date: July 23, 2018

Agenda Item: COUNCIL APPOINTMENTS – Planning Commission

Summary: Council is requested to appoint two members to the Front Royal Planning Commission to 4-year terms to expire August 31, 2022.

Budget/Funding: None

Attachments: None

Meetings: Work Session held July 2, 2018

Staff Recommendation: Approval ✓ Denial

Proposed Motion: I move that Council appoint and to the Front Royal Planning Commission to 4-year terms to expire August 31, 2022.

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Approved By: *JW*

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**Town of Front Royal, Virginia
Council Agenda Statement**

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Item No. 11

Meeting Date: July 23, 2018

Agenda Item: CLOSED MEETING – Consultation with Legal Counsel

Summary: Council is requested to go into Closed Meeting for the purpose of consultation with legal counsel employed or retained by a public body regarding specific legal matters, specifically, legal mechanisms relating to handling debt service related to prior and current budget years, requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711. A. 8. of the Code of Virginia.

Budget/Funding: None

Attachments: None

Meetings: None

Staff Recommendation: Approval ✓ Denial

Motion to Go Into Closed Meeting

I move that Council convene and go into Closed Meeting for the purpose of consultation with legal counsel employed or retained by a public body regarding specific legal matters, specifically, legal mechanisms relating to handling debt service related to prior and current budget years, requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711. A. 8. of the Code of Virginia.

Motion to Certify Closed Meeting at its Conclusion *[At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:]*

I move that Council certify that to the best of each member's knowledge, as recognized by each Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Action as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by Council, and that the vote of each individual member of Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council

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proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: JW