

**CITY OF SALISBURY, MARYLAND**

**#12 MEETING**

**JULY 26, 2010**

**PRESENT**

*Council President Louise Smith  
Councilwoman Deborah S. Campbell  
Councilwoman Eugenie P. Shields*

*Council Vice President Gary A. Comegys  
Councilwoman Terry E. Cohen  
Mayor James Ireton, Jr.*

**IN ATTENDANCE**

*City Clerk Brenda Colegrove, MMC, City Administrator John Pick, ICMA-CM, Assistant City Administrator Loré Chambers, City Solicitor Paul Wilber, Public Works Director Teresa Gardner, Building, Permitting and Inspections Director Bill Holland, Acting Fire Chief Rick Hoppes, Assistant Internal Services-Finance Director Gerri Moore, Planning, Zoning and Community Development Director Jack Lenox, and interested Citizens and Members of the Press.*

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**CONVENING - ADOPTION OF AGENDA**

*The City Council met in regular session at 6:00 p.m. in Council Chambers. Council President Smith called the meeting to order. The Lord's Prayer and the Pledge of Allegiance were recited.*

*Mr. Comegys moved and Mrs. Campbell seconded to approve the agenda as presented. Mrs. Campbell moved to remove Resolution No. 1947, accepting a donation from the Centre at Salisbury to assist in funding the annual National Night Out event, from the Consent Agenda and insert the Resolution after the Consent Agenda for discussion. Ms. Cohen seconded and the amendment passed unanimously. The agenda, as amended, was unanimously adopted.*

**CONSENT AGENDA-** *presented by City Clerk Brenda Colegrove*

*The Consent Agenda, consisting of the following items, was unanimously approved on a motion by Ms. Cohen and seconded by Mr. Comegys:*

- July 12, 2010 minutes*
- Resolution No. 1945 – reappointment of Marshall Zugehar to the Central City District Commission for a term ending July 2012*
- Resolution No. 1946 – reappointment of Chris Roberts to the City Park Committee for a term ending June 2013*

**RESOLUTION NO. 1947 – ACCEPTING A DONATION OF \$500 FROM THE CENTRE AT SALISBURY TO ASSIST IN FUNDING THE ANNUAL NATIONAL NIGHT OUT AGAINST CRIME EVENT**

*On a motion and a second by Mrs. Campbell and Ms. Cohen, respectively, Resolution No. 1947 was unanimously approved.*

**AWARD OF BIDS** - presented by Assistant Internal Services-Finance Director Gerri Moore

*On a motion by Ms. Cohen and seconded by Mrs. Campbell, the following items were unanimously approved:*

- |   |                |
|---|----------------|
| 1. Surplus of Items – police duty weapons   | -0-            |
| 2. Surplus of items – refuse truck and dump truck   | -0-            |
| 3. Renewal of misc. chemical contracts – WWTP/WTP<br>A-3-09, A-19-10, 108-10<br>Acct. Nos. 82075-546004; 86083-546004 | \$1,375,212.60 |

**PUBLIC HEARING** – presented by City Attorney Paul Wilber; oath administered by City Clerk Brenda Colegrove

- *Ordinance No. 2114 – authorization of debt (\$142,800) – Jane E. Lawton Loan for replacement of lights in the parking garage*

*No public comments were received.*

- *Ordinance No. 2115 – refinancing lease/purchase of Fire Station #16*

*No public comments were received.*

- *Ordinance No. 2116 – approving abandonment of an existing utility easement on property known as Heritage Condominium and for the release of the deed of easement of the existing utility easement to the owner of the property*

*No public comments were received.*

- *Ordinance No. 2117 – amending Sections 15.04.010 and 15.04.020 of Chapter 15.04 Building Code and adopting Section 15.04.010 Standard Building Codes and corresponding amendments to the 2009 International Building Code (2009)(IBC)*

*Five representatives from the fire service field voiced their support for the passage of Ordinance No. 2117.*

**ORDINANCES** – presented by City Attorney Paul Wilber

- Ordinance No. 2113 – 2<sup>nd</sup> reading – establishing the fee schedule for a sidewalk café permit fee (\$50.00) and an annual sidewalk café renewal fee (\$50.00)

On a motion by Mr. Comegys and seconded by Mrs. Campbell, Ordinance No. 2113 for second reading passed unanimously.

- Ordinance No. 2118 – 1<sup>st</sup> reading – rezone property located on the northerly side of Mt. Hermon Road on both sides of Woodbrooke Drive from R-10 Residential to Light Business and Institutional

Ordinance No. 2118 for first reading passed unanimously on a motion and a second by Mrs. Shields and Mr. Comegys, respectively.

- Ordinance No. 2119 – 1<sup>st</sup> reading – adding Chapter 12.40, Sidewalk Signs, to the Salisbury Municipal Code

Ordinance No. 2119 for first reading passed unanimously on a motion by Mr. Comegys and seconded by Mrs. Campbell.

- Ordinance No. 2120 – 1<sup>st</sup> reading – adding Chapter 2.18, Department of Information Technology, to the Salisbury Municipal Code

On a motion by Mr. Comegys and seconded by Mrs. Campbell, Ordinance No. 2120 for first reading passed on a 4-1 vote with Mrs. Campbell voting nay.

**RESOLUTIONS** – presented by City Administrator John Pick

- Resolution No. 1948 – accepting the Real Property Tax Differential Study (issued April 2010)

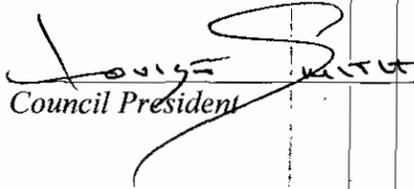
Resolution No. 1948 passed unanimously on a motion by Ms. Cohen and seconded by Mr. Comegys.

**PUBLIC COMMENTS**

No public comments were received.

With no further business, the meeting adjourned at 7:06 p.m.

  
City Clerk

  
Council President

# City of Salisbury



JAMES IRETON, JR.  
MAYOR

JOHN R. PICK  
CITY ADMINISTRATOR

LORÉ CHAMBERS  
ASSISTANT CITY ADMINISTRATOR

MARYLAND

125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801

Tel.: 410-548-3190  
Fax: 410-548-3192

PAMELA B. OLAND  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

## COUNCIL AGENDA

July 26, 2010

Page No.

1.	Surplus of Items-Police Duty Weapons	-0-
2.	Surplus of Items-Equipment	-0-
3.	Renewal of Misc. Chemical Contracts-WWTP/WTP A-3-09, A-19-10, 108-10 (82075-546004; 86083-546004)	\$1,375,212.60

# City of Salisbury



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LORE CHAMBERS  
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SALISBURY, MARYLAND 21801  
Tel: 410-548-3190  
Fax: 410-548-3192

PAMELA B. OLAND  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

MARYLAND

## COUNCIL AGENDA

July 26, 2010

TO: Mayor and City Council

SUBJECT: Surplus Police Weapons

The City of Salisbury Internal Services Department, Procurement Division, received a request from the City of Salisbury Police Department to declare the following duty weapon from Chief Allan J. Webster as surplus property.

Glock Model #36, 45 caliber handgun      Serial # NKX944

Chief Webster retired at the end of June, 2010 from the City of Salisbury Police force and it is customary to provide retired officers with their weapons upon retirement. With approval, once this item is declared surplus, it will be given to Chief Webster.

The City of Salisbury Internal Services Department, Procurement Division, also received a request from the City of Salisbury Police Department to declare the following duty weapon from Major Jeffrey O. Livingston as surplus property.

Glock Model #36, 45 caliber handgun      Serial # MWA330

Major Livingston retired at the end of June, 2010 from the City of Salisbury Police force and it is customary to provide retired officers with their weapons upon retirement. With approval, once this item is declared surplus, it will be given to Major Livingston.

Thank you.

Karen D. Reddersen  
Assistant Director of Internal Services-Procurement Division



147th

POLICE DEPARTMENT

ALLAN J. WEBSTER, SR.  
Chief of Police

# City of Salisbury



45th

699 W. SALISBURY PARKWAY  
SALISBURY, MARYLAND 21801

410-548-3165

July 13, 2010

**TO: Karen Redderson  
Procurement**

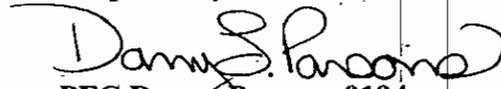
**FROM: PFC D. Parsons  
Quartermaster**

**SUBJECT: INVENTORY (WEAPON)**

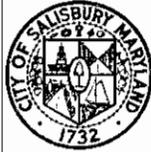
The Salisbury Police Department has a history of giving retiring Police Officers their duty weapon as a retirement gift. With Chief Barkley's approval, I am requesting the Salisbury City Council declare as surplus, one Glock, Model 36, 45 caliber handgun with a serial number of NKX944. This weapon will be given to Chief Allan J. Webster, who retired at the end of June 2010.

With Chief Barkley's approval, I am also requesting that the Salisbury City Council declare as surplus, one Glock, Model 36, 45 caliber handgun with a serial number of MWA330. This weapon will be given to Major Jeffrey O. Livingston, who also retired at the end of June 2010.

Respectfully Submitted,

  
PFC Danny Parsons 0194  
Quartermaster  
Salisbury Police Department

# City of Salisbury



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PAMELA B. OLAND  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

## COUNCIL AGENDA

July 26, 2010

TO: Mayor and City Council

SUBJECT: Surplus Items-Vehicle

The City of Salisbury Internal Services Department, Procurement Division, received a request from the Salisbury Public Works (SPW) to declare the items as surplus:

Item	Vin Number	Purchase Price	Condition
2005 Sterling Condor Refuse Truck (San-6)	49HABVDL45RN49539	\$165,710.00	Inoperable
1999 International 4700 Dump Truck (San-3)	1HTSCABR9XH629157	\$65,006.25	Inoperable

San-6 was destroyed by fire and declared a total loss by the City's insurance carrier, LGIT. Upon declaration of surplus, this vehicle will be secured by LGIT for salvage purposes and the City will be issued a check for \$98,675.00, per the insurance adjuster.

San-3 was destroyed by fire and declared a total loss by the City's insurance carrier, LGIT. SPW utilized the remains of the vehicle for surplus parts, as needed for their fleet. Upon declaration of surplus, the remainder of the vehicle will be offered for sale via sealed bid to interested parties.

Thank you.

Karen D. Reddersen  
Assistant Director of Internal Services-Procurement Division



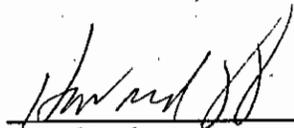
**Salisbury Public Works  
Service Center  
Lake Street & Mack Avenue  
Salisbury MD 21801**

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**TO:** Karen Reddersen  
**FROM:** Howard Landon  
**DATE:** July 13, 2010  
**SUBJECT:** Surplus Vehicles – SAN-6 Sterling Refuse Truck

I am requesting to surplus, SAN-6, which was a 2005 Sterling Condor Refuse Truck VIN #49HABVDL45RN49539. This truck was destroyed by fire on April 23, 2010 at the County Landfill, and was declared a total loss by the insurance claims adjustor. This vehicle is ready for salvage.

Thank you.

  
Howard Landon  
Deputy Director of Operations

Phone: 410-548-3177  
Fax: 410-548-3181



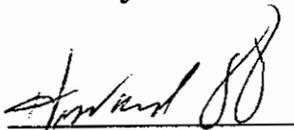
**Salisbury Public Works  
Service Center  
Lake Street & Mack Avenue  
Salisbury MD 21801**

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**TO:** Karen Reddersen  
**FROM:** Howard Landon  
**DATE:** July 13, 2010  
**SUBJECT:** Surplus Vehicles – S-3 Int'l Dump Truck

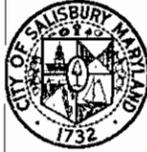
I am requesting to surplus S-3 a 1999 Int'l 4700 dump truck, VIN #1HTSCABR9XH629157. This vehicle was destroyed by fire at the intersection of Delaware Avenue and Isabella Streets on August 4, 2009. As a result the dump truck was declared a total loss by the insurance claims adjustor.

Thank you.

  
Howard Landon  
Deputy Director of Operations

Phone: 410-548-3177  
Fax: 410-548-3181

# City of Salisbury



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DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

MARYLAND

## COUNCIL AGENDA

July 26, 2010

TO: Mayor and City Council

SUBJECT: Recommendation of Award Renewal Miscellaneous Chemicals (Contracts # A-3-9; A-19-10; 108-10)

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Public Works (SPW) to renew Contracts A-3-09; A-18-10; 108-10 (*Miscellaneous Chemicals*) for an additional one-year term. All vendors have agreed to the original contract terms and pricing. The attached spread sheets identify the use, estimated quantity, unit price and totals for each chemical.

The following chemicals are required for the Park/Paleo Water Plants for the City of Salisbury:

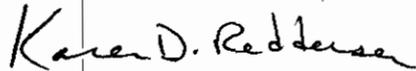
Company	Item	Contract	Amount
Shannon Chemical	Shan No Cor Bimetallic Glassy Phosphate-Corrosion Inhibitor	A-3-09	\$ 56,448.00
Intercoastal Trading, Inc.	Sodium Hypochlorite Solution	A-3-09	\$ 5,610.00
Intercoastal Trading, Inc.	Hydrated Lime	A-3-09	\$ 16,875.00
Intercoastal Trading, Inc.	Chlorine	A-3-09	\$ 26,460.00
Intercoastal Trading, Inc.	Hydro-Fluorisilicic Acid	A-3-09	\$ 80,000.00
Intercoastal Trading, Inc.	Caustic Soda	A-3-09	\$297,570.00
		<b>Total</b>	<b>\$482,963.00</b>

The following chemicals are required for the WWTP for the City of Salisbury:

Company	Item	Contract	Amount
Delta Chemical Corp.	Poly Aluminum Chloride(PAC)	A-19-10	\$333,432.00
Intercoastal Trading, Inc.	Sodium Hypochlorite 12%	A-3-09	\$ 16,896.00
Intercoastal Trading, Inc.	Caustic Potash 45%	A-3-09	\$ 5,038.85
Intercoastal Trading, Inc.	Sodium Hydroxide 20%	A-3-09	\$ 8,670.00
Carmeuse Lime, Inc.	Hydrated Lime	A-3-09	\$ 33,948.00
Univar USA, Inc.	Chlorine-1 Ton Containers	A-3-09	\$ 26,827.50
Univar USA, Inc.	Sulfer Dioxide-1 Ton Containers	A-3-09	\$ 35,788.25
Environmental Operating Solutions, Inc.	MicroCglycerin	108-10	\$431,649.00
		<b>Total</b>	<b>\$892,249.60</b>

Upon approval, funds are available in Acct. No. 82075-546004 (WTP-Chemicals) to cover the cost of these contracts in the amount of \$482,963.00 and in Acct. No. 86083-546004 (WWTP-Chemicals) in the amount of \$892,249.60. The total contract amount for WTP and WWTP chemicals (Contract A-3-09) is \$610,131.60, for WWTP chemicals (Contract A-18-10) is \$333,432.00, and for WWTP chemicals (Contract 108-10) is \$431,649.00. The Department of Internal Services-Procurement Division requests Council's approval to accept the contract renewals as noted above from the referenced vendors, in the amount of \$1,375,212.60.

Thank you.



Karen D. Reddersen  
 Assistant Director of Internal Services-Procurement Division

# City of Salisbury



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LORÉ CHAMBERS  
ASSISTANT CITY ADMINISTRATOR

125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801

Tel: 410-548-3130  
Fax: 410-548-3183

PUBLIC WORKS  
TERESA GARDNER, P.E.  
DIRECTOR

MARYLAND

Date: July 14, 2010

To: Karen D. Reddersen, CPPO, SPHR  
Assistant Director of Internal Services  
Procurement Division

From: Teresa Gardner, PE, Director SPW *TG*

Re: Recommendation for Renewal Miscellaneous Chemical Contracts

Chemicals for treatment and operation at the Water Treatment Plant and the Wastewater Treatment Plant were bid in FY 2009 with options for two annual renewals. All the suppliers have agreed to hold their bid prices for one more year. All suppliers have delivered the required chemicals in a safe and timely manner.

Vendor amounts for each chemical are listed below:

**WTP TOTAL \$ 482,963.00**

Shannon Chemical, Inc.	Bimetallic Glassy Phosphate	\$ 56,448.00
Intercoastal Trading, Inc.	Sodium Hypochlorite	\$ 5,610.00
Intercoastal Trading, Inc.	Lime	\$ 16,875.00
Intercoastal Trading, Inc.	Chlorine	\$ 26,460.00
Intercoastal Trading, Inc.	Hydrofluorisilic Acid	\$ 80,000.00
Intercoastal Trading, Inc.	Caustic Soda	\$297,570.00
Intercoastal Trading, Inc.	Subtotal	\$426,515.00

**WWTP TOTAL \$ 892,249.60**

Delta Chemical Corp.	Poly Aluminum Chloride	<b>\$333,432.00</b>
Intercoastal Trading, Inc.	Sodium Hypochlorite	\$ 16,896.00
Intercoastal Trading, Inc.	Caustic Potash	\$ 5,038.85
Intercoastal Trading, Inc.	Sodium Hydroxide 20%	<u>\$ 8,670.00</u>
Intercoastal Trading, Inc.	Subtotal	<b>\$ 30,604.85</b>
Carmeuse Lime, Inc.	Hydrated Lime	<b>\$33,948.00</b>
Univar USA Inc.	Chlorine	\$26,827.50
Univar USA Inc.	Sulfur Dioxide	<u>\$35,788.25</u>
Univar USA, Inc.	Subtotal	<b>\$62,615.75</b>
Envir. Oper. Solutions, Inc.	MicroCglycerin	<b>\$431,649.00</b>

Attached are chemical schedules for each facility showing supplier, chemical name, use, estimated quantity, current price, total price, funds available and fund account numbers.

Please renew our contracts with these suppliers in the amounts indicated.



WWTP - Chemical Contract Renewal 7/13/10  
 Account 86083 - 546004

Supplier	Chemical	Use	Estimated Quantity	Current Price (\$)	Total Price (\$)	Funds Available (\$)	Contract #
Delta Chemical Corp.	Poly Aluminum Chloride	Phosphorous treatment	2,594,055 lbs	0.1239/lb/ 0.1301/lb	333,432	333,432	A-19-10
Intercoastal Trading, Inc.	Sodium Hypochlorite	Odor & Utility water treatment	9,600 gallons	1.76/gal	16,896.00	16,896	A-3-09
Carmeuse Lime, Inc.	Hydrated Lime	ph and alkalinity treatment	2 tons/day x 90 days = 180 tons	188.60/ton	33,948.00	33,948	A-3-09
Univar USA, Inc.	Chlorine	Disinfection of plant effluent	150 lbs/day x 365 days = 54,750 lbs	0.49/lb	26,827.50	26,828	A-3-09
Univar USA, Inc.	Sulfur Dioxide	Dechlorination of plant effluent	185 lbs/day x 365 days = 67,525	0.53/lb	35,788.25	35,788	A-3-09
Intercoastal Trading, Inc.	Caustic Potash	Treatment of wet well clean out material	563 gal	8.95/gal	5,038.85	5,039	A-3-09
Intercoastal Trading, Inc.	20% Sodium Hydroxide	Chlorine/Sulfur Dioxide leak scrubber chemical	3.4 DT	2,550/DT	8,670.00	8,670	A-3-09
Environmental Operating Solutions, Inc.	MicroCglycerin	Carbon source for denitrification	295,650 gal	1.46/gal	431,649	431,649	108-10
Estimated Total					892,249.60	892,250	