



*Town Council: Ricky Taylor, Sam Welch, Jan Welch, Henry Nicholson, Brad York, Mark Layne*

*Mayor: Frank Russell II*

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**Special Meeting**

**June 24, 2024**

**Parksley Town Office**

**Available via Audio**

**Roll Call**

Councilmembers: Henry Nicholson, Brad York, Sam Welch, Jan Welch

Clerk Lauren Lewis

**Call to Order and Invocation**

Mayor Russell called the meeting to order at 6:00 pm.

Councilman Welch leads the Lord's Prayer and Pledge of Allegiance.

**Purpose of the meeting: Review the proposed contract presented by MSA for the Lead Service Line Inventory Project. The meeting was called by Clerk Lewis on Monday, June 24, 2024, via email.**

Councilman York noted that in paragraph III of the contract it states MSA will have the rights to keep all documents regarding the project. The council agrees that this should be changed to allow the Town to keep records as well, for grant and record-keeping purposes. Clerk Lewis will request MSA change this paragraph to suit the council request.

Councilman York noted that in paragraph I of the contract, Bloodhound Underground Utility Locators will be used as a subcontractor. Councilman York asked that we request documentation that they have followed MBE/WBE compliance regulations prior to hiring them.

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*Shorely Unexpected!*

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Councilman York noted that in paragraph I, 'Services, ' it's not clearly defined what services will be provided from their proposal. The council asked Clerk Lewis to request MSA to more clearly define their services in the contract.

Councilman York noted that in paragraph XII 'Payment Terms', the term should be changed from 30 days to 45 days. Clerk Lewis will request MSA make this changed.

Councilman Welch made a motion to present the amended contract (with the revisions discussed above) to Town Attorney Andre Wiggins, and upon his recommendation of approval, the Mayor will sign the contract, and it goes into force. Seconded by Councilman York.

- A. Ayes- J. Welch, S. Welch, B. York
- B. Abstain- H. Nicholson

Councilman York made a motion to close the special meeting at 6:19 p.m. Seconded by Councilman Welch.

- A. Ayes- J. Welch, S. Welch, B. York, H. Nicholson

The meeting was adjourned at 6:19

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**X** *Frank A Russell, ii*

Frank A Russell ii  
Mayor

07/08/2024

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**X** *Lauren Lewis*

Lauren Lewis  
Clerk

07/08/2024