

## **MINUTES OF THE 04/01/2020 SPECIAL TELECONFERENCE MEETING**

A special teleconference meeting of The Municipal Authority of the Borough of Lewistown was held at 70 Chestnut St., Lewistown, PA and various remote locations due to the COVID-19 statewide social distancing emergency declaration. The meeting was called to order by Chairman Laite at 10:30 a.m. A verbal roll call was recorded with a verbal acknowledgement of each person present. A quorum of three (3) Board members was established.

<b><u>BOARD MEMBERS PRESENT:</u></b>	Bargo, Laite, Rocco
<b><u>BOARD MEMBERS ABSENT:</u></b>	Walter
<b><u>BOARD MEMBERS LATE:</u></b>	Berrier
<b><u>OTHERS PRESENT:</u></b>	Bubb, Hassinger, Searer, Ward, White
<b><u>OTHERS ABSENT:</u></b>	None
<b><u>OTHERS LATE:</u></b>	None
<b><u>PUBLIC PRESENT:</u></b>	None
<b><u>PUBLIC COMMENT:</u></b>	None

### **SOLICITOR**

Tim Searer reviewed the guidelines regarding audio recording of the meeting. MABL is not making an audio recording of this meeting. A written record for purposes of preparing minutes is being made by the Board Secretary in addition to the Engineer, Pat Ward making notations on bid award.

If anyone is audio taping this meeting it should be announced at this time to assure compliance with Pennsylvania law. It is unlawful to secretly record conversations of others without their consent. Searer asked if anyone was using a device to audio record the meeting? There was no affirmative response.

Searer also covered guidelines given the uniqueness of the circumstances for this teleconference special meeting.

- 1) Always identify yourself before speaking
- 2) Try not to interrupt or speak over others

Chairman Laite: The special meeting is being convened for the sole purpose of considering bids received on March 18, 2020, for Contract 20-01, Waterline Replacement SR 3002 Phase 1 and 2. He requested Engineer Pat Ward to comment about his review and recommendation of the project.

Board Member, Frank Berrier, joined the teleconference call at 10:36 a.m.

Pat Ward presented the Uni-Tec letter of recommendation. A thorough review of the bid documents, reference check and bid bond surety has been completed. G & R Charles Excavating LTD has met all requirements and it is the recommendation of Ward to award the contract, Phase 1 and Phase 2, to G & R Charles Excavating LTD.

Various questions regarding the project were discussed.

Is the vendor prepared to do the work? Ward talked to the vendor and they are prepared to do the work with safeguards in effect.

Bubb gave an update on Penn DOT discussion with the project manager, the project is still scheduled to move forward and the regional director was prepared to assign an inspector to the project.

Berrier questioned the restoration being suitable to vehicular traffic. Ward assured it would be completed to standard Penn DOT requirements, which is sufficient for traffic.

Berrier questioned the wide range of bid prices. Ward discussed each contractor sets their own pricing and this has also happened historically with other projects. The original estimate was \$300 per foot. Ward also

discussed that any delay related to the current epidemic situation is covered in the contract and MABL does not have any adverse financial exposure or financial risk associated with the project.

Ward and Bubb will monitor the construction safety orders and provide updates on any changes to project status.

A motion was made by Rocco with a Second by Bargo to accept the recommendation of the Consulting Engineer and Solicitor to accept the bid of G & R Charles Excavating LTD for the West 4<sup>th</sup> Street project, Phase 1 and Phase 2, Contract 20-01 in the amount of \$1,415,563.50 .

A roll call vote was taken: Rocco: Yes, Bargo: Yes, Berrier: No, Laite: Yes. The motion carries 3-1.

A Rocco/Laite motion to adjourn the meeting at 10:54 a.m. was approved with no opposition.

Attested by:

Barry Bargo  
Secretary