

# LEBANON UTILITY SERVICE BOARD

## Lebanon, Indiana

November 4, 2020

Council Chambers

5:00 P.M.

Board:

Neil Taylor, Chairman  
Bill Stoner, Vice Chairman  
Jim Urban, Secretary  
Dan Lamar, Member-Absent  
Aaron Smith, Member

Staff:

Ryan Ottinger, W/WW Manager  
Sandra Morgan, CFO  
Ed Basquill, General Manager  
Jeff Jacob, Legal Counsel

Guests:

John Lightner, BF&S

1. Chairman Neil Taylor called the November 4, 2020 meeting of the Lebanon Utility Service Board to order at 5:00 P.M. Member Dan Lamar was not in attendance. Confirmation of appropriate notification was acknowledged. This meeting was held live in Council Chambers.
2. Pledge of Allegiance to the American Flag was observed.
3. Chairman Taylor requested comments or changes to the October 21, 2020 minutes. Vice Chairman Stoner made a motion to accept the minutes as written. Member Smith seconded the motion. Secretary Urban abstained as he was not in attendance at the October 21<sup>st</sup> meeting. Motion carried.
4. Water/Wastewater Manager Ryan Ottinger informed the Board that we received 6 bids through a virtual bid process for the 2020 Sanitary Sewer Lining Project, all bids were received in a timely manner. Lowest bid was from Miller Pipeline. A bid from Insituform did not properly acknowledge the addendum as required. A bid from Miller Pipeline was not properly password protected however it was password protected for editing purposes. Ryan Ottinger explained that this bid was not opened, forwarded, emailed, or looked at until Zoom meeting. Miller Pipeline also failed to provide a list of subcontractors or a certificate of insurance with the required documents. Ryan Ottinger mentioned that this is not a concern and happens in the bid process all the time. Ryan Ottinger asked Legal Counsel Jeff Jacob to discuss how we move forward with this process.

Legal Counsel Jeff Jacob stated as was discussed in the working session the competitive bid process was in place and was not disturbed by any of the conditions or deficiencies of the Miller Pipeline bid. Member Smith made a motion to accept Miller Pipeline bid subject to precise legal wording by our Legal Counsel. Jeff Jacob recommended a motion to the Board to award the 2020 Sanitary Sewer Lining Project bid to Miller Pipeline subject to the following 5 requirements:

- 1) That we approve the base bid plus bid alternates 1, 2, 3 and 4.
- 2) The award is an amount not to exceed \$156,969.00.
- 3) Subject to reimbursement from the City for bid alternate #4 in the amount of \$12,049.00.
- 4) Waving of the Miller Pipeline bid irregularities, password protection issue, no certificate of insurance and no list of subcontractors.
- 5) Utility Staff and its Agents that were recipients of the bids sign an affidavit affirming that the Miller Pipeline bid was not opened nor forwarded before the virtual bid opening.

Member Smith made a motion to approve, Secretary Jim Urban seconded the motion. Motion Carried.

5. Vice Chairman Stoner made a motion to approve the claims dated November 4, 2020 for \$400,127.97. Secretary Urban seconded the motion. Motion carried.
6. Chairman Taylor asked for any other business that may be brought before the Board. Water/Wastewater Manager Ryan Ottinger wanted to update the Board the he received confirmation after the agenda was posted that IDEM has approved our mixers for both water towers, he projects by the end of the month we will get in the mixers which will help improve water quality.
7. Chairman Taylor opened the floor for public comment. No further comments were received.
8. The next Utility Board meeting will be as scheduled on November 18, 2020 at 5:00pm.
9. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Member Smith. The Motion was seconded by Secretary Urban. Motion carried.

The meeting was adjourned at 5:16 P.M.

APPROVED THIS 18 DAY OF November 2020

  
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CHAIRMAN OF THE BOARD

ATTEST:

  
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SECRETARY OF THE BOARD