

# **Cumberland-Franklin Joint Municipal Authority**

(February 9, 2017)

- Chairman Tom Ginnick called the meeting of the Cumberland-Franklin Joint Municipal Authority to order in the office of C.F.J.M.A. at 6:01 p.m. and asked for a moment of silence and the pledge to the flag.
- Those present were:

|              |                       |                |
|--------------|-----------------------|----------------|
| Dwain Koser  | Attorney Jim Robinson | George Foreman |
| Tom Ginnick  | John Knutelsky        | Steve Wolfe    |
| Jerome Kater | Lisa Suders           |                |
- Mr. Kater motioned to accept the January 12, 2017 minutes, with changes and corrections. Mr. Knutelsky seconded the motion and motion carried.
- There were no Public Comments.
- Under Correspondence, CFJMA received an invitation from the Chamber of Commerce to its Annual 79<sup>th</sup> year Awards Banquet on Saturday, March 11<sup>th</sup> in the Tuscarora Room at Shippensburg University. Hors D'oeuvres will be served at 5:30 pm, with the dinner to begin at 6:30 pm. Mr. Kater made a motion for him and John Knutelsky to attend the banquet that evening. Mr. Knutelsky seconded the motion and it carried.
- Mr. Wolfe motioned to approve the February 9, 2017 Treasurer's Report and Mr. Kater seconded the motion. Motion carried.
- Under the Solicitor's Report, Attorney Robinson mentioned that he brought the originals of the liens and writs to the meeting that he had filed since last month. He is working on the research moving forward to a sheriff sale on several properties.
- Under the Manager's Report, Dwain presented the following:
  1. There was another major failure in the Letterkenny sewer system on Friday, January 13<sup>th</sup>. They spent all night working on it and it took almost a week to finally fix it correctly.

It initially involves isolating the block and running a hose above ground to keep things flowing. Then they have to dig up the line with the problem and cut it open to remove the blockage. He is still waiting on the other engineer to come up with a model of what will solve the problem. He informed the board that, "Until we find a solution, we will just continue to deal with each unpredictable issue as it comes."
  2. A representative from the local Girl Scout Troup in town contacted Dwain concerning using our parking lot at the new building to sell cookies. The sales run from Friday, February 24<sup>th</sup> – Sunday, March 26<sup>th</sup>. There would be 5 weekends total, with a few weeknights in between. He asked legal advice from Jim and also contacted our insurance representative concerning liability.

The advice from both was as follow:

- a. Require a Hold Harmless agreement to be signed
- b. Require a Certificate of Insurance
- c. Optional – Additional Insured status; naming CFJMA as an additional insured

There was some discussion concerning the location in the parking lot that would be used, in relation to the drive-up. It was suggested about marking off the parking lot, which will keep the service group to the right/front of the parking lot as you look at the building from King Street. After input by board members, Mr. Knutelsky made a motion to “allow the use of the parking lot with a signed letter of indemnity and certificate of insurance naming CFJMA as another insured”. Mr. Kater seconded the motion and it carried.

3. He was contacted by a representative from the “News Chronicle” concerning leasing or the possible purchase of the CFJMA office building at 725 Municipal Drive. He set up an appointment for people from the newspaper to come and tour the building. He also contacted John Knutelsky and asked him for some insight on commercial leasing. Mr. Knutelsky provided good advice, and also joined him at the office for the walk-through appointment with the people from the newspaper. In talking with Mr. Knutelsky, some criteria they agreed on were: (1) Monthly lease of \$1,500.00 (2) Yearly cost of living added to the lease for 3 years (3) Utilities would be in addition to lease and cost of living.

Dwain mentioned to the board members that he would like to lease the office at least for a year, which would give time to address the separation of the gas and electric between the office and the garage building. He also mentioned that he would like to get an appraisal on the office building to better know what price we should be asking. Mr. Knutelsky then advised to get a market analysis by a realtor, which would be a minimal cost, and then in the future, when we are a little further down the road and closer to selling it and have a possible interested buyer, we would get an appraisal. Not to mention that an appraisal today will be different in a year’s time. Dwain thanked Mr. Knutelsky for his time and advice through the process.

4. He gave a report on the office at 204 W. King Street:
  - a. He still does not have a land-use permit from the Boro for the drive-up window. The traffic study is complete and he submitted it to the Boro. Their engineer is in the process of looking at the study.
  - b. He received paperwork from the structural engineer, diagraming the window, at the cost of \$585.00 to be submitted to the Code Enforcement Office as well.
  - c. He has laid flooring, painting...
  - d. Window should arrive sometime the following week, but cannot install until the land-use permit is acquired.

5. Dwain handed the floor to George Foreman to discuss the situation with the Treatment Plant. George presented the following:
  - a. At the January meeting, Sam Wiser and Lance were here to discuss the need they felt to add a pre-screening job to the IFAS project at the plant, due to some issues with the current engineering. The board had made a motion to go ahead with it, at the cost of \$1.2 mil., with a contingency of acquiring an extension on the project time.
  - b. On January 25<sup>th</sup> George, Jim Robinson, Dwain and Steve Oldt, along with representatives from Shippensburg Boro; John Epley, Andrea Lang and Sam Wiser, went to meet with DEP to acquire more time on the permit for the job. In addition to the current job, they informed DEP that we are willing to pay \$1.5 mil. on a pre-screening job that will make it a better project. It would elevate a lot of the cleaning of the tanks, etc. The representatives from DEP were in favor of the additional job and agreed to grant 18 extra months to the project. They will reissue the WQM permit, which will allow that to be done. They won't issue any fines for the job not being completed by the original due date. And, in the interim, the plant will operate in the BNR mode.
  - c. On January 30, there was a conference call with Hazen Sawyer:
    1. After some discussion, they agreed to pay 25% of all of the errors and emissions in the project to date.
    2. Regardless of how they felt about the need to have the pre-screening job, we wanted them to give us a cost estimate for them to engineer the pre-screening job. We asked if they would be interested. They said they would be, and would give us their engineering costs for the pre-screening job. That following Monday, during another conference call with Hazen Sawyer (with the joint committee), they were going to give the costs. Instead, they gave a proposal to do a \$39,300.00 study to see if it was possible to put the screens where we want them, or build a new building. And, they didn't think it was possible to have it completed in 18 months.
  - d. After the last call with Hazen Sawyer, the joint committee talked among themselves and decided to contact GHD again to see if they could revisit their original proposal of \$147,000.00 for the pre-screening job and to also see if they still thought that the original building was big enough for the screens to fit. They were contacted and will provide the information we requested.
  - e. Sam Wiser prepared some language for the Shippensburg Borough to reach back out to Hazen Sawyer and tell them that we are not interested in the survey. And, the screens are to go where we want them to go, and ask them if they are still interested. If so, they need to submit engineering costs for the pre-screening job.

f. George told the board that at this time, we are waiting on the figures from both GHD and Hazen Sawyer.

- There was no Old Business.
- There was no New Business.
- Motion to adjourn the meeting at 7:08 pm was given by Mr. Kater and seconded by Mr. Knutelsky. Motion carried.

Respectfully submitted,

Steve Wolfe, Assistant Secretary