

Cumberland-Franklin Joint Municipal Authority

(June 13, 2019)

- Chairman John Knutelsky called the monthly meeting of the Cumberland-Franklin Joint Municipal Authority to order at 6:00 p.m. in the office of CFJMA, 204 W. King Street, and asked for a moment of silence and the pledge to the flag.
- Those present were:

Dwain Koser	Attorney Jim Robinson	Lisa E. Suders	John Knutelsky
Angelique Brown	Mike Wadel	Jerome Kater	Steve Oldt
Lance Hoover, DEBI	John Ferrell, Sr.		
- Before going into the business of the regular meeting, and under “New Business”, Chairman Knutelsky presented John Ferrell, Sr. with a plaque denoting 15 years of “Dedicated and Outstanding Service”. He expressed appreciation to him, on behalf of himself and the entire board of directors and management of CFJMA. Mr. Ferrell accepted the plaque and thanked the board members and Manager, Dwain Koser, and Assistant Manager, Lisa Suders. He began working at CFJMA on May 19, 2004.
- Motion was made by Mr. Kater for the approval of the May 9, 2019 minutes, with the following correction to be made in reference to CHD’s completion of the design at the plant: “is at 30% completion” changed to: “is working towards 30% completion”. Mr. Oldt seconded the motion and it carried.
- There were no Public Comments.
- Under Correspondence, CFJMA received a Thank-You note from the Girl Scout troop that used our parking lot to sell their cookies this spring. It stated; “Dear CFJMA, we appreciate your support and generosity by allowing us to set up a cookie booth in front of your building during our Girl Scout cookie sales. Thank you for supporting Girl Scouts Twin Valley community. Sincerely, Susan Lehman – Twin Valley Cookie Liaison.”
- Mr. Wadel made a motion to approve the June 13, 2019 Treasurer’s Report and Mr. Kater supplied the second. Motion carried.
- Under the Solicitor’s Report, Attorney Robinson presented the following:
 1. CFJMA received a letter from the Borough of Shippensburg requesting a voluntary contribution to them in lieu of the property taxes the authority does not pay to the Borough. Jim advised that no response was needed. Board discussed and agreed with his advice.
(See attached)
 2. He received a request for an audit letter from Rotz & Stonesifer, Certified Public Accountants and he sent it back.
- Under the Manager’s Report, Dwain presented the following:
 1. He sent out RFP’s to several financial institutions to handle CFJMA’s investments. They went to the following: Adams County National Bank (ACNB), Pittsburgh National Corp.

(PNC), Farmers & Merchants (F&M) and Orrstown Bank. The return date is September 27, 2019, to be reviewed at the October 2019 CFJMA monthly meeting. Mr. Oldt suggested we also reach out to First National Bank.

2. CFJMA has a contract with Shippensburg University for their sewage treatment. Every 5 years that contract is reviewed. Lance Hoover is in the beginning processes of “crunching numbers” in regards to the O&M rate we charge SU/1,000 gallons of usage.
 3. A representative from Vactor Manufacturing will be bringing a flush truck tomorrow to give a demonstration and let our field men have “hands on” experience with the model.
 4. LSD flushing stations are working well. Dwain informed the board that there were a few minor things to take care of and then the project would be completed in its entirety.
 5. Mr. Knutelsky notified the board that we had received an offer of \$180,000.00 on our office building at 725 Municipal Drive. He informed them that we countered at \$225,000.00.
 6. Dwain informed the board that every 10 years CFJMA has a rate and tap fee study done. The next one is due to be done in 2020.
 7. He also made the board aware of the fact that the flows at the Shippensburg Treatment Plant are extremely, especially with regards to Meter “A”. It is imperative that we find out where all the water is coming from. There is a lot of infiltration that the borough is seemingly doing nothing about.
 8. He also made the board aware that the electric costs at the plant are high now, but will be even higher when the plant is in full operation with the new process.
 9. He handed the meeting over to Lance Hoover to speak concerning the meeting with DEP. He reported that the meeting that the Joint Committee had with DEP was a tremendous success. It was an unanticipated outcome. DEP granted a time extension on the project at the treatment plant without penalty. The predicted completion is:
 - a. 1st Train – end of April 2020 – runs with media.
 - b. 2nd Train – done and fully in service by end of July 2020
- There was no Old Business.
 - New Business was moved to the beginning of the meeting.
 - Before the adjournment of the meeting, Chairman Knutelsky asked about liability exposure for the board members and if they were covered. He was assured that CFJMA provides liability insurance coverage for its Directors.

He also brought up the idea of increased compensation for the board members for their meeting attendance. Attorney Robinson will look into the legal guidelines for such a process.

- Mr. Wadel motioned to adjourn the meeting at 7:07 pm, Mr. Oldt seconded the motion and it carried.

Respectfully submitted,

Mike Wadel, Assistant Secretary