

Cumberland-Franklin Joint Municipal Authority

(November 14, 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	Ben Richardson	Mike Wadel	Steve Oldt
Lance Hoover, DEBI	Jerome Kater	Randall L. Kendig	Josh Kelley
Shelly Chilcote, GMS			
- Under New Business, which was moved to the beginning of the meeting, Chairman Knutelsky acknowledged that “we were going to honor one of our colleagues and employees, Josh Kelley, for 10 years of service.” He then referred to the plaque that he was holding to be presented to Mr. Kelley from CFJMA for 10 years of “dedicated and outstanding service”. As Mr. Kelley stood, Mr. Knutelsky said, “On behalf of myself and the board, Josh, we thank you very much for being here tonight and your 10 years.” Mr. Kelley thanked the chairman and the board as he accepted the plaque.
- Motion was made by Mr. Kater for the approval of the October 10, 2019 minutes and seconded by Mr. Kendig. Motion carried.

Chairman Knutelsky questioned if the sale on the pick-up truck had been finalized. Dwain responded that the sale had been finalized with the highest bidder, Accents Pro Painting, 1135 Shannon Lane, Carlisle.
- There were no Public Comments.
- There was no Correspondence.
- The November 14, 2019 Treasurer’s Report was motioned for approval by Mr. Wadel and seconded by Mr. Oldt. Motion carried.
- Under the Solicitor’s Report, Attorney Robinson presented the following:
 1. He asked the board members if they had any questions with reference to the representation letter that they had reviewed since the last meeting. Mr. Wadel mentioned that it talked about “limited scope of reference” and asked Jim to explain what it would be limiting. He explained that it would be limited to any matter that concerns CFJMA; the organization or the Board of Directors as a body. Mr. Kater expressed that “Bryan Salzmann is like an octopus with tentacles that go everywhere” and wanted that to be so noted. He then directed another question to Jim, “no conflict, right?” Jim assured him that if there would be, he would let the Authority know and so would Bryan Salzmann. He then proceeded to obtain the required signature from Chairman Knutelsky.
 2. He referenced Shelly Chilcote, who was present representing GMS and informed the board that she would be applying for a grant for CFJMA this year’s PA Small Water and Sewer

Program Act. He went on to tell them that one of the things required in order for them to proceed is that they need a resolution from the Board of Directors authorizing her to do that. He drafted **Resolution 2019-02** (A Resolution of the Board of the Cumberland Franklin Joint Municipal Authority, Cumberland County and Franklin County, Pennsylvania, authorizing the filing of an application for a PA Small Water and Sewer Program Grant as the applicant and administrator of the project known as the Pumping Station Upgrade Project) Mrs. Chilcote went on to explain that this program is what the authority utilized a few years ago. It has a 15% match and is for projects that have a total project cost of less than \$500,000.00, and therefore has an 85%/15% split. If you go above that \$500,000.00, there is another program out there and they have a 50%/50% split. Dwain then went on to explain that the funding would finance the upgrade of 4 of the larger CFJMA pumping stations that have been identified. This would include, but not be limited to, breakers, electric panels and important components that facilitate the effective running of the pumping stations that are 45 or more years old. After all the discussion, a motion was made by Mr. Richardson to approve Resolution 2019-02 as written and Mr. Kater supplied the second. Motion carried.

3. Attorney Robinson mentioned that last month they had been talking about the agreement between CFJMA and Shippensburg University expiring at the end of 2019, and he mentioned that he had sent a letter to the University concerning it prior to the October meeting. That letter had outlined two options for them to consider and then get back to us in regards to the direction they wanted to take. They needed to decide between reducing their capacity or become strictly a commercial customer. Several board members had a meeting with representatives from the University after receiving the letter and Jim reported that they “seem to want to get this thing done and understand what is going on.” He also informed the board that Mr. Knutelsky, Lance Hoover, Dwain and himself have been gathering information and emailing back and forth to try and establish what they will be paying per gallon as a regular, commercial customer. After all the information is gathered, Lance will put together what each of the scenarios look like for the board to discuss. Then, once agreed upon, it will be presented back to them for their consideration.
- Under the Manager’s Report Dwain presented the following:
 1. Terri Hollenshead from Star Insurance in Chambersburg met with Dwain and Lisa concerning renewing the policy that CFJMA has with them for workmen’s compensation, which expires December 31, 2019. She was able to present a new premium price for 2020, which was \$2,000.00 less than we paid this year.

During their meeting she also informed them that she could offer a quote for our liability policy, currently with Selective Insurance, for \$2,600.00 less than what we paid with Selective. She offered to write the policy with the effective date to coincide with the date for our workmen’s compensation. Dwain asked her if the price would hold until June 2020 when it will be renewable. He suggested it would be something to consider in May 2020, for renewal in June 2020.

2. Dwain handed the meeting over to Lance to give an update on the treatment plant. Among the information Lance provided, he informed the board that the Shippensburg Borough Council accepted the proposal from GHD for the engineering work required to complete the project at the Treatment Plant. They also awarded the bid for the construction portion to M2 Construction, LLC. Lance asked the CFJMA board of directors for a Motion of Intent in support of the Borough's actions. A motion was made "to ratify the Borough of Shippensburg's Notice of Intent to award the Aeration Improvement Project to M2 Construction, LLC with the caveat that actions 8.02, 8.03 and 9.01 be removed from the project to significantly reduce costs" by Mr. Kater. Mr. Wadel seconded the motion and it carried.
3. He updated the board members on the Nutrient Credit issue that was discussed at the October 2019 meeting. As of the November 2019 meeting, it has been rectified. Attorney Sam Wisner has secured the necessary credits that needed purchased and they are under agreement. Dwain commented that this keeps hindrances from coming back into the consent order. The total of 26,339 credits being purchased were obtained from the following townships:

North Londonderry Township – 7,479
Hampton Township – 18,860
Total – 26,339

The total amount owed for the credits being purchased is in the amount of \$105,356.00. Dwain told the board that the Borough will charge it to O&M costs and it will be on the 4th quarter bill from them. Lance will separate it out and wait for instructions from the board on how to proceed.

- There was no Old Business.
- Under New Business, Mr. Oldt motioned to approve the 2020 Budget and Mr. Kater supplied the second to the motion. Motion carried. It was noted that the flush truck was paid for out of the 2019 Budget (although it was not originally included when approved at the end of last year), but will not be delivered until 2020.
- Mr. Oldt motioned to go into Executive Session at 7:04pm for personnel and constructional issues. Mr. Kater seconded the motion and it carried.
- Motion to come out of Executive Session at 7:20pm was made by Mr. Wadel and seconded by Mr. Kater. Motion carried.
- Mr. Richardson motioned to adjourn the meeting at 7:21pm.

Respectfully Submitted,

Randall L. Kendig, Secretary