

# **Cumberland-Franklin Joint Municipal Authority**

(October 10, 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	Steve Wolfe	Jerome Kater	Mike Wadel
Lance Hoover, DEBI	Ben Richardson	Randall L. Kendig	Mike Longacre
- Motion was made by Mr. Kater for the approval of the September 12, 2019 minutes and seconded by Mr. Kendig. Motion carried.
- There were no Public Comments.
- The Opening of the bids submitted for the 2012 Chevy Truck was moved from “New Business” to the beginning of the meeting. Mr. Mike Longacre was one of 8 to submit a sealed bid and was present for their opening. Chairman Knutelsky handed the floor over to Dwain and he proceeded to open the sealed envelopes one by one. The bids were announced in the following order:
  1. Douglas L. Deimler, Jr., 3043 Roxbury Road, Shippensburg, PA - \$6,775.00
  2. Yousef Dabbagh, 2438 Fen View Circle, Island Lake, IL - \$3,268.00
  3. Coldsmith Construction Company, 1555 Coldsmith Road, Shippensburg, PA - \$12,100.00
  4. Ryan Shannon, Spotless Pressure Washing, Shippensburg, PA - \$9,500.00
  5. Accents Pro Painting, 1135 Shannon Lane, Carlisle - \$16,100.00
  6. Mike Longacre, 556 Alleman Road, Chambersburg, PA - \$12,270.00
  7. Troy Pomeroy, 11625 Stonewall Road, Shippensburg, PA - \$5,500.00
  8. Pierron Reasner, 22389 Decorum Road, Neelyton, PA - \$7,525.00Once all of the bids were opened and announced, Mr. Richardson made a motion to award the sale of the truck to Accents Pro Painting, who presented the highest bid at \$16,100.00. Mr. Wadel seconded the motion and it carried. Dwain mentioned having the board establish something that would allow the next highest bidder, Mike Longacre, to be awarded the sale if something did not “work out” with Accents Pro Painting. Mr. Kater made a motion to “accept the bid from Mike Longacre in the event that the Accents Pro Painting bid is not finalized.” Mr. Wadel seconded the motion and it passed unanimously.
- There was no Correspondence.
- Chairman Knutelsky gave the board members a few seconds to go over the Treasurer’s Report. Dwain informed the board that the machine sitting in the meeting room by the window was a new push camera. He referred to it being the \$10,000 item on the Treasurer’s Report and

commented that it had been accounted for in this year's budget. He mentioned that "our other push camera is 'on the blink' here and there." And reported that they last on an average of 10 to 15 years. He concluded saying; "This one has modern capabilities and will save us a considerable amount of money".

There were a few other items that were discussed with regards to "Project Schooner" and the 'false alarm response' being caused by a malfunction in the automatic garage doors.

Chairman Knutelsky called their attention to the line item below the "false alarm" item on the report – the GMS-Retainer for September Project Assignment #2. He handed the floor over to Dwain to update the board on the meeting that they had been in with representatives from GMS earlier in the month. Dwain expressed that the purpose of the meeting was to find out if there are any services the authority could benefit from in the future that are covered under the retainer fee we pay currently at \$1,950.00/month. Bryan Salzman and his team came up with some very valid points, which include, but are not limited to:

1. Reviews and studies on RFP's for financial investments
2. Available grants to be used towards work that was not finished at our pumping stations under the last grant obtained
3. Loans for projects at excellent interest rates

Chairman Knutelsky stated that he thinks we still need to "put the pencil to the paper" and evaluate what we've received vs. what we've paid and see if our return on our investment equals that. Dwain responded that with the research he has done, over the years the overall value has "made up a lot". The question going forward is whether or not we feel we are in need of their services. Attorney Robinson also gave a favorable recommendation for their services and the benefit that they have already been to the authority. He commented that, while we have seen benefits that we can put a dollar figure to, some of the benefits are "intangible benefits that help out in the long run".

After all of the discussion, Mr. Wadel motioned to approve the October 10, 2019 Treasurer's Report and Mr. Wolfe seconded it. Motion carried.

- Under the Solicitor's Report, Attorney Robinson presented the following:
  1. He reported that the resolution to increase board member compensation was adopted by all four of the municipalities. The increases will be effective beginning the start of each member's new term.
  2. He also mentioned that last month there had been discussion concerning the Shippensburg University agreement that they have with CFJMA and its expiration at the end of 2019. On October 1, 2019 he sent a letter to Wesley W. Light, Director of Purchasing and Contracting at Shippensburg University. It outlined several options they have to consider prior to CFJMA formulating a new agreement with them. He requested that they review the options and then contact either he or Dwain concerning the matter.

**(See attached)**

3. The last item he discussed was representation paperwork that he presented to the CFJMA Board. In going through their records at Salzmann Hughes, they found that there were several municipalities for which they had none on file. The cover letter, dated September 23, 2019, articulated the new rate fees that will be effective January 1, 2020 and thanked the authority for “allowing the firm to serve the Cumberland Franklin Joint Municipal Authority as Solicitor and your confidence in the services we provide”. It was signed by Attorney Samuel E. Wiser, Jr., with a signature required from Attorney James M. Robinson as our representing attorney for the authority. Included with the letter is the “Engagement & Representation Agreement” which is contractual and outlines the following: Scope of Representation, Limited Scope of Representation, Fees and Invoicing, Expenses, Late Payment and Failure to Pay, Responsibilities of Law Firm and Client, Termination, Electronic Data Communication and Storage, File Retention and Destruction, No Guarantee of Success, Conclusion of Matter/Representation, Arbitration of Disputes, Applicable Law and Marketing. Attorney Robinson left a copy with Chairman Knutelsky. Dwain will scan and email a copy to each board member individually for review and action at the November 2019 meeting.
- Under the Manager’s Report, Dwain presented the following:
  1. Concerning the Flush Truck purchase – there were two companies that he had been working with for demonstrations and for pricing. Prices received were as follow:
    - a. Vac-Con - \$397,265.00
    - b. Vactor - \$395,392.00 (Positive displacement vs. Fan unit)He informed the board that paperwork to purchase was signed with Vactor, with a delivery date of June or July 2020. It will be taken out of the 2019 Budget.
  2. Dwain reported that he and Lisa went to the yearly regional meeting in Oakville, PA concerning our health benefit insurance renewal. He informed the board that CFJMA will receive a refund of \$34,027.00 in 2020. The premium will increase by 9.7%; however, our payout will decrease by 9.5% from what we paid in 2019 due to a decrease in medical claims.
  3. Jeff Embly, CFO and Director of Financing with GMS Funding Solutions, reviewed the 5 RFP’s (Request for Proposals) that we had received. The following financial institutions submitted a proposal: PNC, F&M, Orrstown Bank, ACNB, and S&T. He advised that the authority remain with PNC (Pittsburgh National Corporation)
  4. He handed the meeting over to Lance Hoover to discuss the current situation at the Borough Treatment Plant. He reported that the “punch list” for the new project was on schedule.

In summary, he also explained to the board the situation with the waste water nutrient credits at the Shippensburg Treatment Plant. Due to the treatment plant’s high I & I flows over the past year and the plant not running up to its potential, the Borough currently has a

shortage of waste water nutrient credits to run the plant without penalties from DEP going forward. The cost of purchasing from another municipality or borough will cost around \$105,000.00. They are aggressively working on the purchase of what is needed to keep them up to code and in compliance with DEP.

- Motion was made by Mr. Richardson to adjourn the meeting at 7:17pm. Mr. Wolfe seconded the motion and it carried.

Respectfully submitted,

Randall L. Kendig, Secretary