

Cumberland-Franklin Joint Municipal Authority

(February 13, 2020)

- Chairman John Knutelsky called the monthly meeting of the Cumberland-Franklin Joint Municipal Authority to order at 6:00pm 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	Steve Wolfe
Crystal Miller			
- New Business was moved to the beginning of the meeting, where Chairman Knutelsky commended Crystal Miller for 15 years of “Dedicated and Outstanding Service” to CFJMA. He thanked her, on behalf of the board, and commented that “Dwain has put together a great team and you are a part of that team”. Mr. Kater also complimented her on her phone etiquette and how pleasant and professional she is when speaking on the phone. He included that she is a great representative for CFJMA. Mr. Knutelsky presented her with a plaque in commemoration of her service and commented that he trusts she will be with us for many more years to come.
- Motion was made by Mr. Wolfe for the approval of the January 9, 2020 minutes. Mr. Oldt seconded the motion and it carried.
- There were no Public Comments.
- Under Correspondence, a letter was submitted by the Southampton-Cumberland Township, correcting the term dates from the original letter that had been entered into the January minutes for Ben Richardson’s 5-year term. The corrected dates are: January 1, 2020 – December 31, 2024.

CFJMA also received an invitation from the Shippensburg Chamber of Commerce to their 82nd Annual Awards Banquet on Saturday, March 14, 2020. The RSVP date to the Chamber is March 7, 2020. Lisa asked the board members if they could let her know who is attending by March 4, 2020.
- The February 13, 2020 Treasurer’s Report was motioned for approval by Mr. Oldt and seconded by Mr. Kendig. Motion carried.
- Under the Solicitor’s Report, Attorney Robinson informed the board members that the agreement with Shippensburg University had been adjusted and sent back to them on February 5, 2020. We are waiting for them to sign it and return to make it official. He had been informed that some informal conversations between the representative from SU and Dwain would indicate that they are in favor with the final draft of the agreement.
- Under the Manager’s Report, Dwain had nothing to present and therefore handed the meeting over to Lance Hoover, who presented the following:
 1. He updated the board members on the work that GMS is doing to obtain a grant from the “PA Small-Water and Sewer Program”. He informed them that approvals have been delayed until

July of this year and that they had reached back to us for additional information needed. He, Shelly (GMS) and Dwain were working together to gather the information requested.

Attorney Robinson then inserted that he was aware that there are over 100 applications that they are reviewing.

2. He mentioned to the board that the various rates that CFJMA charges could possibly need adjusted going forward. They would include, and not be limited to, the following: Commercial sewer rates, Residential sewer rates, Bonding rates and the Tapping and Connection fees. He is doing the research and will be able to present a more formal conclusion and recommendation to the board by the March or April 2020 meetings. Mr. Kater asked the board why we need to pay someone to justify the amounts. It was explained that around every 10 years the authority visits all of the rates and fees that we charge to see how the authority stands financially with what is projected to be needed in the future. The last time we had this research done; it was at a cost of almost \$10,000 to the authority. Mr. Kater was assured that this time it will cost between \$4,000 - \$5,000 total. *(Mr. Wadel motioned at the January 9, 2020 meeting to “authorize Dennis E. Black to proceed with forward looking projections for the next ten years with the understanding that the cost is not to exceed \$5,000.00”. Mr. Oldt seconded the motion and it carried.)*
- Under Old Business, the following was discussed:
 1. Mr. Kendig asked Dwain if he has noticed any change in the LSD area since the flushing stations have gone on line. Dwain responded that it seems that the flushing stations are the answer! Dwain also informed the board that he has found a better switch for the Barnes grinder pumps to be used for replacements on a customer’s pump in the future. He is always looking for better ways to make the system run more efficiently and more cost effective to the customer.
 2. Chairman Knutelsky thanked Lance Hoover for the effort and work he puts into our organization. He also thanked the board for having confidence in what he has done by re-electing him chairman. He mentioned that he has an environmental science degree, loves what he does and enjoys being the “boots on the ground” in projects whenever he can.
 - Under New Business, Jerome motioned to go into Executive Session at 6:37pm for the purpose of holding a strategy session related to labor relations. Mr. Oldt seconded the motion and it carried. Motion was made by Mr. Kater to come out of Executive Session at 6:57pm, which was seconded by Mr. Oldt. Motion carried.
 - Motion was made by Mr. Richardson to adjourn the meeting at 6:57pm and it was seconded by Mr. Kater. Motion carried.

Respectfully Submitted,

Randall L. Kendig, Secretary