

Cumberland-Franklin Joint Municipal Authority

(June 11, 2020)

- Chairman John Knutelsky called the monthly meeting of the Cumberland-Franklin Joint Municipal Authority to order at 6:00 pm 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	Steve Wolfe	Jerome Kater
Randall L. Kendig	Lance Hoover (DEBI)	Ben Richardson	

- Motion was made by Mr. Kater for the approval of the May 14, 2020 minutes. Mr. Richardson seconded the motion and it carried.
- There were no Public Comments.
- There was no Correspondence.
- The June 11, 2020 Treasurer's Report was motioned for approval by Mr. Kendig and seconded by Mr. Wadel. Motion carried.
- Under the Solicitor's Report, Attorney Robinson presented the following:

The Borough of Shippensburg passed their new **Sewers and Pre-treatment Ordinance** on May 19, 2020, bringing them up to date with what EPA requires. The Shippensburg Borough wanted CFJMA and its inner municipalities to enter into an **Intergovernmental Cooperation Agreement**. This can be adopted by a resolution. Prior CFJMA's June meeting, Jim received an agreement that had been drawn up by the Borough and he presented it to the board members at this meeting. He explained to them that the agreement does two things: It adopts the Sewers and Pre-treatment Ordinance of the Borough of Shippensburg and it makes CFJMA the enforcement arm for all of its member municipalities. Therefore, if somebody violates Shippensburg Borough's Sewers and Pre-treatment Ordinance, then CFJMA is the party that will take care of the enforcement and also do some of the testing and checking the information. It must be signed by CFJMA and its member municipalities.

He also presented **Resolution 2020-02** – "Of the Board of Directors of this Authority approving a certain Intergovernmental Cooperation Agreement between it and its member municipalities regarding the establishment and enforcement of industrial pretreatment standards enacted by the Borough of Shippensburg in its Ordinance 20-94 on May 19, 2020 and authorizing its execution". After some discussion, Mr. Kater motioned to adopt Resolution 2020-02, approving the Intergovernmental Cooperation Agreement. Mr. Wolfe seconded the motion and it carried.

- Under the Manager's Report, Dwain presented the following:
 1. Bryan Salzmann (GMS) is taking a look at our loans to see if we can get a better interest rate on them. F&M will give a proposal before next meeting. Dwain informed them that we should have an answer by July meeting.
 2. Our draw period on the \$1,000,000 line of credit for the STP upgrade expired June 1, 2020. We have drawn \$196,383.21 to date, which leaves a remainder of \$803,616.79 to utilize. That amount will be moved into the project account to be used when needed to finish the project.
 3. Our investments lost \$2,323.00 this period, but we are still up \$7,649.70 for the year.
 4. He contacted 3 representatives from our area (Rob Kauffman, Mark Keller and Paul Schemel) concerning the PA Small Water and Sewer Grant, which was originally to be awarded on July 14, 2020. Shelly Chilcote (GMS) called and informed him that it is 'on hold' till September 2020. Dwain informed the board members that he plans to go ahead and move forward with upgrading the electric to one of the pumping stations.
 5. As of June 5, 2020, the Liability and Auto Insurance for CFJMA was automatically renewed with Selective Insurance (Steve Sumner, Gannon Associates Insurance, Shippensburg) in the amount of \$22,800.00 for the year. Last year we paid \$22,232.00. Terri Hollenshead (Star Insurance, Chambersburg) contacted Dwain, after we had already renewed with Selective Insurance, with a proposal for the same coverage, with Erie Insurance, in the amount of \$18,622.00. Dwain reached out to Steve Sumner requesting another proposal for lower than we had renewed for and he submitted a proposal in the amount of \$19,482.00. Dwain informed the board that we were ending our renewal contract for Liability and Auto Insurance coverage with Selective Insurance and moving to Erie Insurance with Terri Hollenshead as our representative for the 2020-2021 coverage. Chairman Knutelsky thanked Dwain for his work on this and suggested we reach out to more insurance companies in the next year or two to keep it competitive. He said that he has some suggestions for companies to reach out to and will give that information to Dwain.
 6. The new Labor and Equipment Rate proposal was included in each board member's packet for review prior to the meeting. After some discussion, Mr. Wadel approved the proposed rates for labor and equipment rental. Mr. Richardson seconded the motion and it passed.
(see attached)
- Under Old Business, Chairman Knutelsky handed the meeting over to Lance Hoover and he presented the following:
 1. An updated rate study was submitted. (See attached) The original study was dated May 12, 2020 and the updated one dated June 5, 2020. There was continued discussion on the study, with the consensus of all of the board members that it is not appropriate to raise any rates at this present time. With COVID still very much effecting our nation and community, we will be looking to revisit this later this year or possibly next year.

2. He also gave an update on the project progression at the WWTP. Along with other details he provided, he informed the board members that the 1st train will be filled up and tested by the end of July / beginning of August.
 3. He also reported that he will be reviewing the Rules and Regulations for CFJMA and will put together a package for the board members.
 4. The mapping software has been purchased and is being installed.
- Under New Business, the new Labor and Equipment Rate proposal was discussed and action taken under Manager's Report.

Chairman Knutelsky asked if there were any quick updates on the flush truck. Dwain informed the board members that the delivery of the flush truck is on track and it should arrive sometime in July.

- There was no Old Business.
- There was no New Business.
- Motion to adjourn the meeting at 6:58 was given by Mr. Richardson.

Respectfully Submitted,

Randall L. Kendig, Secretary