

Cumberland-Franklin Joint Municipal Authority

(November 12, 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
Steve Oldt	Randall L. Kendig	Lance Hoover (DEBI)	Jerome Kater
Angelique Brown	Steve Wolfe		
- Motion was made by Mr. Oldt to approve the October 8, 2020 minutes. Mr. Kater seconded the motion and it carried.
- There were no Public Comments.
- Under Correspondence, CFJMA received a letter from Shippensburg Township. It stated that at their November 7, 2020 regular meeting, Mr. Stephen Oldt was reappointed as the township representative to the CFJMA board. His term will be from January 1, 2021 – December 31, 2025. **(see attached)**
- The November 12, 2020 Treasurer's Report was motioned for approval by Mr. Wolfe and seconded by Mr. Kendig. Motion carried.
- Under the Solicitor's Report, Attorney Robinson informed the board that he had prepared Municipal Liens for CFJMA on delinquent customers in both Cumberland and Franklin counties.
- Under the Manager's Report, Dwain presented the following:
 1. He made reference to the motion approved by the board at the October 8th meeting to "reinstate the collection procedures under the Water Services Act". He went on to inform the board that almost a week later, Borough Manager, Kevin Plasterer, reported to him that at the October 13, 2020 Water Authority meeting, "the Authority talked in length about your request to turn off water to CFJMA customers, they decided not to allow this." Dwain expressed that, in light of that decision, CFJMA would proceed with mailing a certified "past due" letter to all delinquent customers on Shippensburg Borough water and Guilford Township water. A sample was presented to each board member. **(see attached)**
 2. He informed the board that the health care insurance will be renewing at the beginning of the year and reminded them that the premium is based on how much we used the previous year. He stated that the worst case scenario would be an increase of 8.4% and the best case scenario would be a .7% decrease from the current cost.
 3. Dwain also informed the board that CFJMA's deposit accounts at F&M Trust are going from .65% interest to .55% interest.

4. He handed the meeting over to Lance to give the board his monthly update on the WWTP project. He also informed them that he is still working with GMS on the grants.
- There was no Old Business.
 - Under New Business, the following was discussed:
 1. Mr. Oldt expressed concerns with extra work that is going on at the distribution center off of Interstate 81 at Exit 29. Dwain said he would follow up with John Knott about the progress.
 2. The 2021 Budget was given to each board member in their packet prior to the meeting. Chairman Knutelsky asked some specific questions regarding some line items and Dwain answered them to his satisfaction. After some discussion, a motion was made by Mr. Kater for the management group to advertise the 2021 Budget. Mr. Oldt seconded the motion and it carried.
 3. Mr. Kater mentioned that he and Chairman Knutelsky had agreed that, given the circumstances this year, it would be best not to host the annual employee appreciation dinner. Their recommendation was to give each employee a monetary gift. After some discussion among the board, it was agreed that each employee would receive a gift certificate from the authority in appreciation for all they do.
 4. On behalf of the board, Chairman Knutelsky honored Lisa Suders for her 40 years of dedicated and committed service to CFJMA. He thanked her for contributing to this outstanding organization. She was presented a plaque in commemoration of her service and received applause from the board members and others attending the meeting.
 - Mr. Oldt motioned to adjourn the meeting at 6:45pm. Mr. Kater seconded the motion and it carried.

Respectfully submitted,

Randall L. Kendig, Secretary