

Cumberland-Franklin Joint Municipal Authority

(September 10, 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)	Ben Richardson
Angelique Brown	Steve Wolfe	Jerome Kater	Mike Wadel
Shelly Chilcote (GMS)			

- Motion was made by Mr. Oldt for the approval of the August 13, 2020 minutes. Mr. Richardson seconded the motion and it carried.
- There were no Public Comments.
- There was no Correspondence.
- The September 10, 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 asked if the F&M loan refinance went through fine. He was informed that it had.

Chairman Knutelsky asked Mr. Robinson about the status of the SU agreement. Mr. Robinson informed the board that he has not been able to get ahold of anyone at Shippensburg University.

- Under the Manager's Report, Dwain informed the board of the following:
 1. After he contacted Rotz and Stonesifer, P.C., asking for them to negotiate a better deal, the auditing firm re-submitted a second 3-year proposal to perform the authority's audit. It was as follow:

2020 - \$8,890

2021 - \$9,125

2022 - \$9,350

The second proposal was a total of \$325.00 less than the 1st proposal that was submitted and discussed at the August 13, 2020 meeting. After some discussion, Mr. Oldt made a motion "authorizing signatures on the document from the chairman and management". Mr. Kater seconded the motion and it passed.

2. Dwain informed the board that the authority had obtained the new 2021 Flush Truck and it was parked on the side of the building for them to view at the end of the meeting. He reported that he and his men had used it that day and it was amazing. However, they found out that the nozzles they had kept from the old flush truck do not fit this new one.

He will order new nozzles which will be around \$7,000.00. The truck also needs root cutters, which he will order in next year's budget.

3. The old 2000 Flush Truck was sold to the Shippensburg Borough today in the amount of \$45,000.00. The nozzles that fit that truck will be given to them, which weren't initially included in the sale.
4. Dwain handed the meeting to Shelly Chilcote (GMS). She reported that, on August 17, 2020, the Cumberland Franklin Joint Municipal Authority received a notice of award of an \$180,000 PA Small Water and Sewer grant from the Commonwealth Financing Authority (CFA). This grant will be used to partially fund the CFJMA Pumping Station Upgrade project, aimed at enhancing the system's efficiency, and preventing imminent failures. She informed them that it is in the contracting process; a new electronic process to get the contract executed. Once it is executed, CFJMA can bid out the project to get the job done.

Dwain reported that he and Lance have the "legwork of the component side worked out."

5. Dwain handed the meeting over to Lance Hoover for updates. Lance presented the following:
 - He is working on updating the Rules and Regulations for CFJMA. He should have a document in front of the board by the end of 2020.
 - He is working on the sewer CAD modeling system.
 - He gave an update on the sewer plant project with regards to the schedule of work towards project completion. He commented that hopefully the media would be installed by the end of the month.
 - He also gave an update on GHD.
- Under Old Business, Jerome asked Dwain how the internal training was going. Dwain informed the board that Lisa is working with Angelique and Angelique is working with Crystal. Jerome asked more specifically, if we would be hiring another field man to take the place of Richard Perry, who retired from his full-time position at the beginning of the year. Dwain responded that Josh Kelly had been moved up to the position of Field Supervisor and Dwain was in the process of training him daily. And, Richard was still employed by CFJMA as a part-time employee. The first position to open and would require hiring for a field man position would be when John Ferrell retires.

Jerome also wanted the employees to know that the board has not forgotten about an employee appreciation dinner. He wanted Dwain to convey to them how much they were appreciated and that a dinner would be planned in the future.

- Under New Business, Treasurer, Lisa Suders submitted the MMO for the Employee Pension Plan (see attached)

Chairman Knutelsky mentioned the article that was printed in the September 10, 2020 issue of the Shippensburg "News Chronicle" reporting that Jerome Kater had been nominated

for WGAL's '8 Who Care' Award. He congratulated him on behalf of the CFJMA Board on his accomplishment and commented that he is a good friend and great community member.

Chairman Knutelsky invited the board members and those in attendance at the meeting to join him outside to view the new Flush Truck, following the adjournment of the meeting.

- Mr. Richardson made a motion to adjourn the meeting at 6:28pm and Mr. Wolfe seconded the motion. Motion carried.

Respectfully submitted,

Randall L. Kendig, Secretary