

Cumberland-Franklin Joint Municipal Authority

(April 13, 2023)

- Chairman John Knutelsky called the 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	John Knutelsky
Angelique Brown	Steve Wolfe
Steve Oldt	Randy Kendig
Robert (Jerome) Kater	Mike Wadel
Kristina Deutsch	Attorney Zachary Rice (Salzmann Hughes)
Lance Hoover (HTE LLC)	
- Mr. Oldt motioned for the approval of the March 9, 2023 minutes and Mr. Kendig seconded the motion. Motion carried.
- There were no Public Comments.
- There was no Correspondence.
- Under the Treasurer's Report, Mr. Oldt had a question regarding the amount of sewer permit fees that had been collected in March. Dwain responded to his question that the amount will fluctuate each month because developers will purchase several permits at a time. Mr. Kater motioned approval of the April 13, 2023 Treasurer's Report. Mr. Wadel supplied the second and the motion carried.
- Under the Solicitor's Report, Attorney Zachary Rice had nothing to report.
- Under Manager's Report, Dwain presented the following:
 1. He reminded the board that the Employee Appreciation Dinner will be held at University Grille on April 19th at 6:00pm.
 2. Regarding the Airport Road Project; Dwain addressed the question that had been asked by Steve Wolfe at the March meeting. Mr. Wolfe had asked if all the necessary permits were received. Due to his absence from the March meeting, Dwain wanted to provide an answer to the board at the April meeting. Dwain informed them that the Highway Occupancy Permit (HOP) had been received but it will be amended due to the purchase of two additional insert valves. He said the Water Quality Management (WQM) permit, to install the 15" sewer line, is not required according to Jin Sue from DEP. The WQM permit was addressed back in 2021 in an email that was sent to Dennis E. Black Engineering and Lance Hoover, HTE LLC. Dwain explained to the board that originally it was estimated that businesses in the

construction area would be without water for approximately 24 hrs. However, the Shippensburg Borough Authority's regulation on drying time for concrete is 24 to 48 hours, which will cause these businesses to be without water longer than the 24 hours as previously expected. In order to rectify the amount of time area businesses would be without water, three additional valves will be purchased; two Inserta valves and one traditional valve. The purchase of these valves will cause another delay in the project and increase costs. Chairman Knutelsky asked how much of a cost increase is to be expected. Dwain responded that each Inserta valve will cost \$36,000. The cost of this project is estimated at \$100,000, which includes the three additional valves along with labor costs. In order to save money on labor costs, CFJMA will install the traditional valve and Snoke's Excavating and Paving, Inc. will install the other two Inserta valves. Mr. Kendig asked what could be done about this, and if we were going to have more delays. This generated discussion among the board members.

3. Dwain informed the board that he had purchased Trimble GPS software equipment, which will be used for CFJMA's sewer CAD model. This equipment cost approximately \$12,000 and included the license and subscription for 1 year. This software would allow CFJMA to remain current with technology and assist CFJMA with future growth. The field employees, along with Lance Hoover, received training on this equipment last week. CFJMA's service area is divided into 9 sewer contracts. Planning ahead, Dwain expects to have complete data gathered in one contract area per year with an anticipated project completion in 2031. Two CFJMA fieldmen, along with Lance Hoover, will go out into the field one day every week to collect measurements and data.

This purchase and data collecting process generated board discussion, with many questions and comments from the board members. Mr. Kater asked if this equipment would have additional yearly costs. Dwain responded that there is a yearly subscription fee of \$2,800 for license upgrades and updates. Mr. Wolfe asked if this was surveying equipment. Mr. Wadel responded to Mr. Wolfe that this is not for locating boundaries and is not considered surveying equipment. Lance commented, "It is a special location asset management system. It will allow you to add any pictures, depths, inverts and pipe sizing. It has all those live attributes along with a location feature. The field representatives can transfer data into maps and pdfs. They can also access information directly from their phones." Mr. Kater communicated that he was impressed and it was worth the cost to have this information collected and used in house. Mr. Wolfe questioned the accuracy of the unit and expressed his disappointment that he had not been given the opportunity to have input on what was purchased. He also questioned why we weren't having a professional surveyor

to collect the data. Dwain expressed that by doing it this way; it will save the authority money. Mr. Knutelsky said other townships and municipalities are doing this and it was a management decision.

4. Dwain reminded the board that Pumping Station # 13, located on Milky Way, has been eliminated and was taken offline as of October 2022. All the equipment that was located at the pumping station has been removed; two underground tanks and a concrete pad are all that remain on a vacant lot. The underground tanks have been emptied and back filled with dirt (**see attached**). Dwain said that this property has no value to CFJMA and expressed it is a liability, carrying tax and maintenance expenses. Mr. Robert Cressler contacted Dwain because he is interested in purchasing the vacant lot. He resides at 119 Milky Way and his property is directly beside this vacant lot. Mr. Knutelsky recommended that we follow protocol. The land would need to be assessed for fair market value with an advertisement for a sealed bid opening with a date to be determined along with a set reserve amount. Attorney Rice advised a motion would be in order, "Motion to authorize management for sealed bids, setting a reserve at \$2,000." Mr. Wadel made the motion and Mr. Kater seconded the motion.
5. The Chapter 94 report was placed at each board member's chair. The board members would be able to review the report and any questions or concerns will be addressed at the next meeting in May.

Lance Hoover, Hide Tide Environmental, LLC, updated the board on the continued progress at the Waste Water Treatment Plant.

- There was no Old Business.
- Under New Business, Chapter 94 was already covered in the manager's report.
- Mr. Oldt motioned to adjourn the meeting at 7:08 p.m. Mr. Wolfe supplied the second and the motion was carried.

Respectfully submitted,

Randall L. Kendig, Secretary