

# Cumberland-Franklin Joint Municipal Authority

(August 10, 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	Mike Wadel
Steve Oldt	Randy Kendig
Steve Wolfe	Christopher Rockwell
Robert (Jerome) Kater	Lance Hoover (HTE LLC)
Kristina Deutsch	Attorney Justin George (Salzmann Hughes)
- Mr. Oldt motioned for the approval of the July 13, 2023 minutes and Mr. Kater seconded the motion. Motion carried.
- There were no Public Comments.
- Under Correspondence, Dwain informed the board that CFJMA received a notice from F&M Trust regarding a 3<sup>rd</sup> party breach of data. He reminded the board that CFJMA has Cyber Insurance and we are protected against these types of incidents. **(see attached)**
- Chairman Knutelsky had a question about the interest generated from the Money Marketing and Project accounts and wanted to know if that information was calculated as revenue on the Treasurer's Report. Dwain answered his question, and advised it is also disclosed in the Annual Audit Report. Mr. Wadel motioned approval of the August 10, 2023 Treasurer's Report. Mr. Oldt supplied the second and the motion carried.
- Under the Solicitor's Report, Attorney Justin George attended the meeting in place of Attorney Zachary Rice. He informed the board that the sale of PS# 13 was complete, the deed had transferred and CFJMA should have received the final payment of \$1,000. Dwain confirmed that the final payment was received and thanked Chairman Knutelsky for assisting with that transaction. Chairman Knutelsky was instrumental in signing the necessary documents for settlement.
- Under the Manager's Report, Dwain presented the following:
  1. He informed the board that CFJMA's new 2023 Ford, F250 truck has arrived and encouraged the board members to check it out. The new vehicle was parked outside in the parking lot beside its replacement truck, the 2008 Ford, F250. The purchase price for the new Ford F250 truck through CoStars was \$74,259. He said that this exact truck only cost

approximately \$55,000 a couple of years ago. The old 2008 Ford, F250 truck is going to Shetron's Auction, and if it doesn't sell there, then it will go to the salvage yard.

2. Lance Hoover, HTE LLC, is a certified instructor through the Department of Environmental Protection. He instructed two training classes: Lift Station Operation & Maintenance and BNR/ENR Basics-An Operator's Perspective, located in the meeting room at CFJMA on Friday, June 16<sup>th</sup>. CFJMA Field employees, along with some Shippensburg Borough employees, attended this training and received DEP credits toward their license. CFJMA employees Mark Ryder and Dwain Koser received accreditation.
3. The pumping station #2 upgrade has been completed, which was previously discussed at the July meeting. Dwain plans to upgrade the old pumps at 5 of the main pumping stations. The plan is to upgrade one pumping station each year and PS #2 was the first station to be upgraded and completed. Mr. Kendig asked Dwain if there was a problem at PS #2, because he noticed after hour activity at the station. Dwain stated that with every project, there are hiccups in the process and informed the board that there was an electrical issue, but PSI Pumping Solutions, Inc. was able to resolve the issue. Dwain reminded the board that they are still waiting to hear back from GMS Funding Solutions regarding the Small Sewer and Water grant that CFJMA applied for. If received, they would be able to start the next pumping station upgrade and this would expedite the project.
4. Employees Mark Ryder and Tommy Mills went to The Gorman & Rupp pump facility in Ohio for three days of training. The Gorman & Rupp style pumps are the new pumps that will be installed in the 5 main pumping stations.
5. Dwain informed the board members that the Airport Road Project will be completed on or after August 14<sup>th</sup> when Snoke's Excavating and Paving, LLC will be able to complete the paving on Route 174. Snoke's would have had the project completed, but due to PennDOT Highway Occupancy Permit regulations, there is a mandatory 90-day waiting period. Therefore, Snoke's won't be able to start to pave until August 14<sup>th</sup> at the earliest. Dwain said he is very pleased with the project and all the landowners were happy with the process as well. Mr. Wolfe asked Dwain a question regarding the project cost and if Snoke's received payment. Dwain responded that the total cost of the project, including manholes, pipes, engineering, change orders, etc. came in at \$710,000. He said that Snoke's Excavating and Paving, LLC has received all payment from the applications that have been submitted to date and payment for the final application will be made from CFJMA when the paving project is complete.
6. The Joint Committee had a meeting with the Borough of Shippensburg to discuss the Locust Street Meter District. Currently this area is serviced by a 15" pipe and with the current flows

and projected flows, the 15" sized pipe needs to be enlarged to a 24" pipe. Dwain explained that Schreiber Foods is allocated 630,000 gallons per day and this is using up approximately 70% capacity of the 15" line. There is anticipated growth at the Exit 24 Corridor and that area will also discharge into the Locust Street Meter District. Dwain asked the board for approval to negotiate a solution with the Borough of Shippensburg regarding the Locust Street Meter District. Mr. Kater responded that he was in favor of Dwain moving forward with the negotiations. Mr. Kendig said that the agreement is outdated and needs to be amended to today's standards. Chairman Knutelsky added that there is a willingness by both parties to resolve the issue and we are moving in the right direction. Lance Hoover, HTE LLC, mentioned that this will be a CFJMA project, funded by CFJMA from start to finish. The Borough of Shippensburg will reimburse CFJMA a percentage of the total cost. Mr. Kater made the motion, "To allow management and our consultant to move forward with negotiations with this project and contracting going forward." Mr. Kendig made the second, motion carried.

Dwain turned the meeting over to Lance Hoover for his report. Lance had the following reports in each board member's packet: Expense vs. Revenue Summary Report (2000-2022), Operations & Maintenance Summary Report – 2022, and WWTP Personnel/Electrical/Chemical Costs Annual Report (2022). These reports generated discussion among the board members. The board members conversation brought up the topic of a rate increase for the CFJMA rate payers. Lance addressed the issue of the rate increase. His response was that there are two key factors that would attribute to a rate increase and they are the Biosolids project and the Locust Street Meter District. At this time, there are too many unknowns and unanswered questions. By November, CFJMA will have a better understanding of what their contribution to these two projects will be, along with the Borough's reimbursement. CFJMA is waiting to see if they are awarded grant funds and if so, how much. They are also waiting on what Pennvest has to offer as well. All these variables will impact the rate. So his response was, there is no rate increase, at this time but that could all change.

- Under Old Business, the 2022 Audit was available for discussion. There were no questions and no action was needed.
- Under New Business, "Sheriff Sale" was listed on the agenda but Dwain suggested that it needed to be discussed in Executive Session. Mr. Wadel motioned to enter Executive Session at 7:00 p.m. to discuss litigation and Mr. Oldt supplied the second, motion carried.

Mr. Wadel motioned to come out of Executive Session at 7:03 p.m. and Mr. Kater supplied the second, motion carried. Mr. Wadel made the motion to authorize management to proceed

with the Sheriff Sale of the property located at 87 Airport Road and 89 Airport Road, Shippensburg PA, 17257. Mr. Oldt supplied the second and the motion carried unanimously.

- Mr. Rockwell motioned to adjourn the meeting at 7:05 p.m. Mr. Wadel supplied the second and the motion was carried.

Respectfully submitted,

Mike Wadel, Assistant Secretary