

Cumberland-Franklin Joint Municipal Authority

(January 12, 2023)

- Chairman John Knutelsky called the annual Reorganizational 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	Ben Richardson
Lance Hoover (HTE LLC)	Attorney Zachary Rice (Salzmann Hughes)
- Mr. Kater made a motion to reinstate the current officers and Mr. Oldt supplied the second. Motion carried. Mr. Knutelsky asked for nominations to reappoint Angelique Brown as Treasurer. Mr. Wadel nominated Angelique Brown for Treasurer, seconded by Mr. Oldt. Motion Carried.

Officers for 2023 are as follow:

Chairman – John Knutelsky
Vice-Chairman – Steve Wolfe
Secretary – Randall L. Kendig
Assistant Secretary – Mike Wadel
Treasurer – Angelique Brown
- Manager, Dwain Koser, recommended CFJMA retain the following services: of Mr. Zachary Rice, attorney with Salzmann Hughes, as our Solicitor, Dennis E. Black Engineering, Inc. as our Engineer and Lance Hoover, High Tide Engineering LLC, as our consultant. He also recommended Mrs. Crystal Miller as the Open Records Officer for the Authority. Mr. Kater motioned to accept Dwain's recommendations and Mr. Oldt seconded the motion. Motion carried. Mr. Steve Wolfe abstained from the motion, because of his employment with Dennis E. Black Engineering, Inc.
- The Reorganizational meeting was closed at 6:06 pm and Chairman Knutelsky opened the Regular Meeting motioned by Mr. Kater and seconded by Mr. Oldt.
- Mr. Wadel motioned for the approval of the December 8, 2022 minutes and Mr. Wolfe seconded the motion. Motion carried.
- There were no Public Comments.
- There was no Correspondence.

- Mr. Oldt motioned approval of the January 12, 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, but thanked the board for the reappointment and expressed that he looks forward to another year working together with CFJMA.
- Under Manager's Report, Dwain presented the following:
 1. Dwain informed the board that the base model of CFJMA's mapping system was received from Dennis E. Black Engineering, LLC. Lance and Dwain have started imputing information to build onto the base model. This tool has already proven to be beneficial. They are able to track flows at specific flow meters and they have noticed some areas of our system are using higher capacity than previously assumed. This model is a helpful tool to CFJMA for projecting growth and assisting with future development.
 2. Bid opening was held on December 20, 2022 for the Airport Road Bypass Project.

Three bids were received:

 1. Snoke's Excavating & Paving, Inc. \$396,000
 2. D H. Martin Excavating Inc. \$759,035
 3. Kinsley Construction \$771,000

There was discussion among the board regarding the price difference in the bids. Lance informed the board that he contacted Snoke's Excavating & Paving, Inc. to let them know they were the lowest bidder. In that conversation, he questioned them on the specifics of the bid price since it was out of range with the other two bids. Snoke's' Excavating & Paving, Inc. assured Lance that their Bid Proposal is correct; including the use of the prevailing wage rates, and that all work can be completed as specified in the Bid Proposal price. Therefore, Lance recommended that the project be awarded to Snoke's Excavating & Paving Inc. as the lowest responsible and responsive bidder. Mr. Oldt motioned Lance's recommendation and Mr. Kater made the second. Motion carried.

3. The Girl Scouts submitted a letter requesting the use of the CFJMA parking lot for their cookie sales. Girl Scout Cookies will be available for purchase the following weekends in February: 25-26, March: 3-5, 10-12, 17-19, 24-26. The hours will be Friday, 5 pm to 8:30 pm, Saturday and Sunday; 9 am to 8:30 pm. Mr. Wolfe motioned to allow them to use the parking lot for the dates submitted; as long as all the necessary documentation was submitted, seconded by Mr. Kater. Motion carried. Dwain informed the board that the Certificate of Liability Insurance has been received and the only thing missing is a Signed Agreement.

- Under Old Business, there was nothing to report.
- Under New Business, Dwain already covered the Girl Scouts permission to use CFJMA's parking lot for cookie sales in his manager's report.
- Mr. Richardson motioned to adjourn the meeting at 6:34 p.m. Mr. Oldt supplied the second and the motion was carried.

Respectfully submitted,

Randall L. Kendig, Secretary