

Cumberland-Franklin Joint Municipal Authority

(September 14, 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, <i>Manager</i>	John Knutelsky, <i>Chairman</i>
Steve Oldt, <i>Member</i>	Mike Wadel, <i>Assistant Secretary</i>
Steve Wolfe, <i>Member</i>	Christopher Rockwell, <i>Member</i>
Robert (Jerome) Kater, <i>Member</i>	Lance Hoover, <i>HTE LLC</i>
Kristina Deutsch, <i>Employee</i>	Attorney Tyler Beaston, <i>Salzmann Hughes</i>
- Mr. Oldt motioned for the approval of the August 10, 2023 minutes and Mr. Wolfe seconded the motion. Motion carried.
- There were no Public Comments.
- Under Correspondence, Dwain informed the board that CFJMA received a notice from Salzmann Hughes, P.C informing them that the cost of doing business has increased and so will their rates, effective January 1, 2024. **(see attached)**
- Mr. Kater motioned approval of the September 14, 2023 Treasurer's Report. Mr. Wadel supplied the second and the motion carried.
- Under the Solicitor's Report, Attorney Tyler Beaston attended the meeting in place of Attorney Zachary Rice. He had nothing to report.
- Under the Manager's Report, Dwain presented the following:
 1. CFJMA has had an agreement with Shippensburg University for several decades, which is renewed consecutively every three years. The last agreement, which would have terminated on 12/31/23, had been signed by CFJMA and was given to the University but was never returned back to CFJMA. Unfortunately, there was a loss in communication because Covid-19 occurred, businesses closed and employees worked from home during this time; along with changes in personnel at the University. All these things contributed to the delay of the agreement being implemented. Moving forward, a new agreement was drafted to reflect the current needs of the University and has been sent to the proper people to review, sign and return back to CFJMA. The effective date of the agreement is January 1, 2024 and will terminate on December 31, 2026.

2. Dwain informed the board members that the Airport Road Project has been completed. A final inspection is still needed. Pay application request #5 from Snoke's Paving and Excavating, LLC. has been received.
3. The 2008 Ford, F250 truck sold at Shetron's Auction & Equipment LLC. for \$3,800.00, less 10% commission (\$380.00), resulting in a payment of \$3,420.00 to CFJMA.
4. The Food Lion Bypass project is in the pre-planning phase. He and Lance have been working together on this project using the sewer CAD software model. The sewer line going to the Food Lion Shopping Center will need to be redirected and easements will need to be acquired. He anticipates that some of the sewer line may need to be replaced.
5. Dwain has been in contact with Gorman & Rupp, the manufacturer of the new pumps CFJMA is using at their main pumping stations. He would like to upgrade the pumps at Pumping Station #5 located on Molly Pitcher Highway. He needs a quote from Gorman & Rupp for budgeting purposes. 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 expedite this project. PS# 2 was the first station to be upgraded and that project has been completed.

Dwain turned the meeting over to Lance Hoover and Lance gave his report to the board on the current projects CFJMA is involved with.

- There was no Old Business.
- Under New Business,
 1. Customer Disconnection and Reduction of EDU's Agreement - Dwain informed the board that he discussed office protocol for customer disconnection or EDU reduction with our solicitor Zachary Rice. The current procedure involved filing the disconnection or reduction paperwork at the appropriate county courthouse. Instead of filing at the courthouse, the request would be placed on the CFJMA agenda and the paperwork would need to be board approved. Attorney Rice said that the change in procedure did not need to be voted upon and this was confirmed again at the meeting by Attorney Tyler Beaston. Dwain just needed to notify the board of the change in procedure for future purposes. With that being said, Dwain presented to the board a Request to Disconnect from Sewer.
 2. Disconnection of sewer - A sewer disconnection request from the owner for the property of 1782 Orrstown Road, Shippensburg was presented to the board. Chairman Knutelsky clarified that if this disconnect was granted, the customer would have to pay the current tapping fee rate to reconnect and that the original tapping fee paid is not reimbursable. Dwain confirmed that what Chairman Knutelsky said was correct and the customer

would not get a refund. If they wanted to reconnect in the future, they would have to pay the current tapping fee, which is presently \$4,000.00. Mr. Kater made the motion to approve the disconnection from sewer for 1782 Orrstown Road, Shippensburg. The second was made by Mr. Oldt and the motion carried.

3. The 2024 Minimum Municipal Obligation (MMO) pension plan for the Cumberland-Franklin Joint Municipal Authority Plan was presented to the board. **(see attached)**
- Mr. Rockwell motioned to adjourn the meeting at 6:30 p.m. Mr. Wadel supplied the second and the motion was carried.

Respectfully submitted,

Randall L. Kendig, Secretary