

# **Cumberland-Franklin Joint Municipal Authority**

(August 8, 2024)

- 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>	Christopher Rockwell, <i>Member</i>
Angelique Brown, <i>Asst. Manager/Treasurer</i>	Steve Oldt, <i>Member</i>
John Knutelsky, <i>Chairman</i>	Kristina Deutsch, <i>Employee</i>
Randall Kendig, <i>Secretary</i>	Attorney James Podgorney, <i>Salzmann Hughes</i>
Mike Wadel, <i>Assistant Secretary</i>	Lance Hoover, <i>HTE LLC</i>
- Mr. Wadel motioned for the approval of the July 11, 2024 minutes under the condition that one grammatical correction be made. Mr. Rockwell seconded the motion. Motion carried.
- There were no Public Comments.
- There was no Correspondence.
- Mr. Wadel had a question regarding the purchase of a Water Pipe saw as listed on July 10<sup>th</sup> in the amount of \$2,458.23 to Stoneham's Motorsports. Dwain responded to his question, that this specific chainsaw is used to cut ductile iron pipe. Mr. Wadel then motioned approval of the August 8, 2024 Treasurer's Report. Mr. Kendig supplied the second and the motion carried.
- Under the Solicitor's Report, Attorney James Podgorney attended the meeting in place of Attorney Zachary Rice. He had nothing to report.
- Under the Manager's Report, Dwain presented the following:
  1. Dwain reminded the board that the Joint Committee Meeting had their meeting on July 29<sup>th</sup>. He gave the board members an overview of that meeting. He informed the board that Glace Associates Inc. (the engineer on record for the Waste Water Treatment Plant) was bought out by JHA Companies, Engineering and Surveying Services. The joint committee discussed topics such as: the Biosolids Project, the Shippensburg Commons Project, future expansion and Meter A. He said that the discussion was productive even though there was no direction taken, but they are continuing to working together towards a solution..
  2. Dwain congratulated Angelique on passing all the necessary requirements for notary and recognized her as an official Notary Public in the Commonwealth of Pennsylvania. Having a notary on site, with the ability to notarize important documents on CFJMA's behalf will provide an even more efficient working environment.
  3. He told the board that it was brought to his attention that RKL LLP, who is the auditor for CFJMA, may no longer provide services to municipalities. Dwain reached out to his contact

Mike Buhrman at RKL LLP. Mike explained that the rumor is true in some cases. They are going to continue to provide auditing services to municipalities, however they will no longer be able to provide service to townships.

Dwain turned the meeting over to Lance Hoover, HTE LLC. Lance updated the board on the Shippensburg Commons Project, the Biosolids Project and the WWTP Personnel/Electrical/Chemical Costs Annual report (2023).

- There was no Old Business.
- Under New Business:
  1. Dwain had the Resolution 2024-02 for the board's approval (**see attached**). He informed the board that resolution was a new requirement by the Commonwealth of Pennsylvania, Department of Transportation (Penn DOT). Penn Dot is repaving Route 174 in Cumberland County, starting from Interstate 81 heading towards Leesburg. Along this stretch of road, CFJMA has five sewer manholes. In the past, the Penn Dot foreman would call Dwain and ask for the manhole risers, and no paperwork was required. Dwain explained that a situation had occurred in another municipality and Penn Dot was not given the necessary items needed in order to complete their project. This Resolution 2024-02 ensures that the proper officials authorize the release of necessary materials and assist Penn DOT when they have projects in CFJMA's service area. Mr. Rockwell made the motion to approve Resolution 2024-02. Mr. Wadel made the second and motion carried.
- Mr. Rockwell 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