

Cumberland-Franklin Joint Municipal Authority

(September 12, 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>	Robert (Jerome) Kater, <i>Member</i>
Angelique Brown, <i>Asst. Manager/Treasurer</i>	Christopher Rockwell, <i>Member</i>
John Knutelsky, <i>Chairman</i>	Kristina Deutsch, <i>Employee</i>
Steve Wolfe, <i>Vice-Chairman</i>	Attorney Zachary Rice, <i>Salzmann Hughes</i>
Randall Kendig, <i>Secretary</i>	Lance Hoover, <i>HTE LLC</i>
- Mr. Kendig motioned for the approval of the August 8, 2024 minutes and Mr. Kater seconded the motion. Motion carried.
- There were no Public Comments.
- There was no Correspondence.
- Mr. Kater motioned approval of the September 12, 2024 Treasurer's Report. Mr. Rockwell supplied the second and the motion carried.
- Under the Solicitor's Report, Attorney Zachary Rice had nothing to report. However, he did mention that there was a meeting with Shippensburg University held on August 28th, which was requested by the University. Those in attendance were: SU's legal team, representatives from SU, John Knutelsky, Dwain Koser, Lance Hoover and Zachary Rice. The meeting was held to explain the rationale behind their rate structure change. Dwain confirmed that the meeting validated the new rate structure change for the University and how the rate increase will be implemented in the future.
- Under the Manager's Report, Dwain presented the following:
 1. Dwain informed the CFJMA board that the Joint Committee had their meeting on August 26th. At the meeting, he reported that Glace Associates Inc. was bought out by JHA Companies Engineering and Surveying Services. This sale was done privately and CFJMA was not made aware of the change of ownership. When this change was happening, the Biosolids project had come to stand still; all of which had been reported to the CFJMA board at the August 8th meeting. The Joint Committee spoke to Max, the former owner of Glace Associates Inc., who is now employed by JHA Companies and questioned him about the work going forward. When Max relayed his response none of the joint committee members were satisfied with the information he gave and the new quotation he provided to complete the project. Dwain stated,

that due to irreconcilable differences with JHA Companies, Engineering and Surveying Services, the joint committee relieved them of their duties.

This generated a very intense and lengthy discussion amongst the CFJMA board members. They expressed their frustration with how this project has been ongoing since 2011 and how they have been through 5 engineers since the start of this project. Dwain reminded the board that this is the Borough of Shippensburg's project and that CFJMA is not the owner of the project but has a responsibility to the project and is only responsible for their portion of the cost. Dwain announced that Dennis E. Black Engineering, Inc., along with Hide Tide Environmental LLC., are the new engineers on record for the Shippensburg Waste Water Treatment Plant. Lance Keggeris, DEB and Lance Hoover, HTE will now move the project forward to meet appropriate deadlines in alignment with the requirements of the grant funding. Lance Hoover has been in contact with Department of Environmental Protection (DEP) concerning the change in engineers and to make them aware that the project will continue to move forward.

Chairman Knutelsky instructed Lance Hoover to develop a time line, using a Microsoft project manager software system or Excel spreadsheet which will show budgets and milestones so they are able to follow along with the progression of the project. Lance acknowledged the Chairman's requests and told him that it wouldn't be a problem. Dwain wrapped up the discussion and commented, "I have more confidence with Lance and Lance then I ever had with any of the previous engineers".

2. He reported that there was a meeting on August 28th, with Schreiber Foods to discuss higher capacities for future growth. Those present at the meeting were representatives from: Schreiber Foods, Shippensburg Borough, Shippensburg Water Authority, CFJMA and GMS (Government Management Systems Inc.). The meeting was assembled by GMS with the intention to discuss potential grants that would be able to assist with the future growth. Schreiber Foods would like to increase their capacity from 630k gpd (gallons per day) to 1 million gpd. The sewer line that runs from Schreiber Foods to Meter A would need to be increased to a 36" line. This request for capacity affects a project that CFJMA has already initiated which is referred to as the Shippensburg Commons Project. Dwain reminded the board that CFJMA is only responsible for the original costs of Shippensburg Commons Project and any upgrades are not the responsibility of CFJMA and commented that this upgrade does not benefit CFJMA, but solely Schreiber Foods.

Dwain turned the meeting over to Lance Hoover, HTE LLC. Lance had the following Reports in each board member's packet: "Expense vs. Revenue Summary" (2002-2023) and "Operations & Maintenance Summary" 2023. He gave the board a summary of each of these reports. There were no questions and no discussion.

- There was no Old Business.
- Under New Business:

1. Under GMS Funding Agreement, this item was tabled until next month's meeting.
 2. Chairman Knutelsky acknowledged the receipt of the 2025 Minimum Municipal Obligation (MMO) pension plan for the Cumberland-Franklin Joint Municipal Authority that was placed in each board members packet. **(see attached)**
- Mr. Rockwell motioned to adjourn the meeting at 7:05 p.m. Mr. Kater supplied the second and the motion was carried

Respectfully submitted,

Randall L. Kendig, Secretary