

MINUTES OF MEETING

WEST CORNWALL TOWNSHIP MUNICIPAL AUTHORITY

The following are the Minutes of the meeting of the West Cornwall Township Municipal Authority held at the West Cornwall Township building situate at 73 South Zinn's Mill Road, Quentin, Lebanon County, Pennsylvania on Tuesday, April 4, 2017 at 7:00 p.m. The meeting was duly advertised as required by applicable statutes of the Commonwealth of Pennsylvania.

Present at the meeting were Robert Kolb, Martin Daigle, James Shoemaker, Joseph Foltz, Russ Gibble, Supervisor, Dave Lloyd, Supervisor, Jeffrey Steckbeck, Engineer, Steve Ogurcak, Manager, and Frederick S. Wolf, Solicitor.

The Minutes of the previous meeting were unanimously approved.

ENGINEER'S REPORT:

Mr. Steckbeck reported that most of the GIS mapping has been completed by Steckbeck Engineering. Mr. Steckbeck will show the GIS mapping at the June meeting.

There was an oil leak at the grinder pump station. This was primarily due to the grinder pump having to grind large materials. This will be repaired within a few months of the date of the meeting. The Authority authorized the expenditure for the repairs. The charges will be \$150.00 per hour plus materials. The estimate to complete the work was between \$300.00 and \$400.00. Other than this maintenance, the station and sewer facilities are in good operating condition.

The Engineer also reported that the required Chapter 94 Report has been completed and has been filed with the City of Lebanon Authority.

SOLICITOR'S REPORT:

Mr. Wolf reported that the USDA has questioned whether or not the Authority borrowed any money as a result of the transaction reported previously between West Cornwall Township and the Authority. There was no debt created by these documents and transactions on the part of the Authority. The entire debt is required to be paid by the Township. The Solicitor will get in touch with the USDA representative to review any questions and to provide any required information.

MANAGER'S REPORT:

Steve Ogurcak reported that there were no conduits payments due since the last meeting.

He reminded everyone that the ethics report must be completed and returned to Mr. Ogurcak.

Steve Ogurcak also reported that the Stoberdale expenses have increased by 3.85 percent. The billing will be increased by a sufficient amount to pay the increases during the next three quarters.

Steve Ogurcak reported on delinquencies. There were none in Stoberdale, and the report on the other delinquencies was approved. This includes the lien report provided by the Law Office of Henry & Beaver.

Steve Ogurcak reviewed the financials for February and March, and they were unanimously approved.

Steve Ogurcak has closed out the Eagle Rental escrow account because the work is finished.

The following reports were unanimously approved.

FINANCIALS:

Steve Ogurcak reviewed the financial statements which were as follows:

TREASURER'S REPORT:

The following requisitions and payments were unanimously approved:

February 2017

Quentin

No Req. CoLA (Treatment Cost-Book Entry Debit) \$28,839.69
No Req. CoLA (Billing Costs-Book Entry Debit) \$1,020.00
Requisition No. 2961 – SEA (Pump Station Operation) \$868.50
Requisition No. 2962 – Verizon (Phone Service) \$45.73
Requisition No. 2963 – Quentin Fire Co. (Annual Donation) \$250.00
Requisition No. 2964 – Met ED (Pump Sta Electric) \$201.41
Requisition No. 2965 – S. J. Ogurcak (Cur Mo Admin Services) \$1,850.00
Requisition No. 2966A – SEA (Pump Station Operation) \$388.88
Requisition No. 2966B – SEA (GIS Mapping) \$102.75

Stoberdale

Requisition No. 2967 – S. J. Ogurcak (Cur Qtr Bkkpg Services) \$495.50

March 2017

Quentin

No Req. CoLA (Treatment Cost-Book Entry Debit)
No Req. CoLA (Billing Costs-Book Entry Debit)
Requisition No. 2968B – H & B (Professional Services) \$66.00
Requisition No. 2969 – Met ED (Pump Sta Electric) \$177.30
Requisition No. 2970 – S. J. Ogurcak (Cur Mo Admin Services) \$1,850.00
Requisition No. 2971 – Verizon (Phone Service) \$48.88
Requisition No. 2972 – SEA (1st Qtr Retainer) \$300.00

Scenic Ridge Sub Acct

Requisition No. 2968A – H & B (Subdivision Bonding) \$247.50

Eagle Rental Sub Acct

Requisition No. 2973 – Eagle Rental Sub Acct Reimburse \$2,299.89

The Authority announced the next Authority meeting will be held on 1st Tuesday of June, 2017 at 7:00 p.m.

There being no further business to come before the meeting, the meeting duly adjourned.

Respectfully submitted,
Frederick S. Wolf