

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, August 1, 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 William Matthews, Robert Kolb, Joseph Foltz, David Lloyd, Keith Richmond, James Shoemaker, Marty Daigle, Jeffrey Steckbeck, Engineer, Steve Ogurcak, Manager, and Frederick S. Wolf, Solicitor.

The Minutes of the previous meeting were unanimously approved.

ENGINEER'S REPORT:

Jeff Steckbeck and Steve Ogurcak are working together to organize the transfer of the Manager's information from Steve Ogurcak to Jeffrey Steckbeck. This will continue until the transfer is complete. It is anticipated that this will be complete by the end of the year.

The engineer explained how the updating of the sewer videos of the sewer system will be updated.

The engineer reported that the agreement for maintenance with Enviorep expired on July 1, 2017.

The engineer reviewed how there will be a new maintenance person for the Pump Station. This will be advantages to the Authority. The terms and provisions for the Maintenance Agreement were reviewed with the Authority. The proposal for this maintenance was unanimously approved by the Authority. A copy of the proposal was directed to be attached to the minutes of the meeting.

SOLICITOR'S REPORT:

The Solicitor reported on the outstanding delinquents that his office is handling. The Authority agreed with the Solicitor that action on the sewer liens may be required in order to collect against those customers who are not making any effort to bring their unpaid sewer bills up to date.

MANAGER'S REPORT:

Steve Ogurcak reported that there were no maintenance issues since the last meeting.

Steve Ogurcak also reported that the maintenance for the Pump Station could be a little bit over budget for 2017, however, this should not be a problem. The Engineer and the Manager reported that with the new equipment that the person maintaining the sewer system and pumps can log in to see how everything is operating. If the pump has a failure, a call will go out to the business entity who maintains the Pump Station.

Steve Ogurcak reported that at the end of June 2017, expenditures were 46 percent of the amount budgeted and estimated to that point. There have been no unusual expenses.

Steve Ogurcak reported that Scenic Ridge is progressing as expected. Steve Ogurcak may have to have the developers of Scenic Ridge increase the escrow amount to pay for expenses incurred by the Authority. This will be reviewed and determined in the October meeting. In particular, the Authority will review where we are on sewer capacity for this development at the Lebanon City Treatment Plant.

The Authority discussed Gretna Glen and Philhaven sewer systems. If either does another expansion in the future, they will have to do a study and submit it to DPA and to the Board of Supervisors of the Township to determine whether or not the upgrade will be granted.

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:

June 2017

Quentin

No Req.	CoLA (Treatment Cost-Book Entry Debit)
No Req.	CoLA (Billing Costs-Book Entry Debit)
Requisition No. 2995A – H & B (Professional Services)	\$953.50
Requisition No. 2995B – H & B (Collection Services)	\$231.00
Requisition No. 2996 – Met ED (Pump Sta Electric)	\$193.71
Requisition No. 2997 – USDA (Bi-Annual Loan Pay)	\$24,779.00
Requisition No. 2998 – S. J. Ogurcak (Cur Mo Admin Services)	\$1,850.00
Requisition No. 2999 – S. J. Ogurcak (Jan thru June Maint Ser)	\$262.50
Requisition No. 3000 – Verizon (Phone Service)	\$50.17
Requisition No. 3001 – SEA (Pump Station Operation)	\$676.81

July 2017

Quentin

No Req. CoLA (Treatment Cost-Book Entry Debit)
No Req. CoLA (Billing Costs-Book Entry Debit)
Requisition No. 3002 – Comm of PA (Oper Cert Fee) \$65.00
Requisition No. 3003 – Met ED (Pump Sta Electric) \$182.85
Requisition No. 3004 – N. Corn Twp (Pump Station Maint) \$950.48
Requisition No. 3005 – N. Corn Twp (Chest Estates Assessment) \$148.61
Requisition No. 3006 – Verizon (Phone Service) \$50.86
Requisition No. 3007 – J. Foltz (Meter Rdgs) \$280.00
Requisition No. 3008 – Quentin Water Co. (Meter Rdgs) \$106.80
Requisition No. 3009 – S. J. Ogurcak (Cur Mo Admin Services) \$1,850.00
Requisition No. 3010 – Corn Munic Auth (Effluent Trans Costs) \$863.00
Requisition No. 3012A – SEA (Pump Station Operation) \$207.38

Stoberdale

Requisition No. – NO REQ. – Deluxe Bus Sys (Deposit Slips) \$112.65
Requisition No. 3011 – Mt. Gretna Auth (Treatment Costs) \$5,576.00

The Authority announced the next Authority meeting will be held on 1st Tuesday of October, 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