

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, October 3, 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, Keith Richmond, James Shoemaker, Martin Daigle, Jeffrey Steckbeck, Engineer, Steve Ogurcak, Manager, and Frederick S. Wolf, Solicitor, and members of the public.

The Minutes of the previous meeting were unanimously approved.

ENGINEER'S REPORT:

The engineer reported that the transfer for maintenance has now taken place. The new pumping station operator has reported that the system is working well and that there were no problems. This completes the transition for maintenance of the pumping stations.

SOLICITOR'S REPORT:

The Solicitor reviewed the status of the delinquent accounts. This included the fact that the Authority will take action to sell delinquent customers property at Sheriff Sale if they are not making any progress on bringing their delinquent accounts up to date.

MANAGER'S REPORT:

Steve Ogurcak reported as follows:

Mr. Ogurcak reported on the status of delinquent accounts for Stoberdale and Quentin.

He also reported that the building at 245 Old Mine Road has been torn down. This property will be taken off the sewer billing list, and the sewer will be capped off where it entered the house.

Mr. Ogurcak reported that there were no maintenance issues. The billing for the maintenance and the pumping station is proceeding as expected. There were no conduits billed or paid since last meeting.

Mr. Ogurcak reported on Scenic Ridge development. There are five units where the developer has purchased sewer capacity at the City of Lebanon Authority Treatment Plant it has not yet been used. Any new development of lots will require purchase of sewer capacity from the City of Lebanon Authority. Tapping fees and sewer permit fees are paid when the developer picks up the sewer permit.

Mr. Ogurcak reviewed his financial report the expenditures year to date where within the budgeted range as expected. This will be reviewed again at the December meeting, however, it is expected that all expenditures for 2017 will be within the budget limits.

Mr. Ogurcak reported that the City of Lebanon Authority has informed him that there will be a 5% increase in treatment charges in 2018. This increase will be reflected in the 2018 Budget.

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:

August 2017

Quentin

No Req.	CoLA (Treatment Cost-Book Entry Debit) \$30,194.16
No Req.	CoLA (Billing Costs-Book Entry Debit) \$1,030.00
Requisition No. 3013	– H & B (2 nd QTR Retainer) \$500.00
Requisition No. 3014	– Met ED (Pump Sta Electric) \$223.64
Requisition No. 3015	– H & B (Collection Services) \$166.77
Requisition No. 3016	– Verizon (Phone Service) \$47.22
Requisition No. 3017	– S. J. Ogurcak (Cur Mo Admin Services) \$1,850.00
Requisition No. 3019	– FOMC (Pump Sta Maint Agreement) \$250.00
Requisition No. 3020B	– SEA (GIS Mapping) \$1,355.75
Requisition No. 3020C	– SEA (Pump Station Operation) \$745.23

Scenic Ridge Sub Acct

Requisition No. 3020A – Inspection Services \$393.23

Stoberdale

Requisition No. 3018 – S. J. Ogurcak (Cur Qtr Bkkpg Services) \$495.50

September 2017

Quentin

No Req. CoLA (Treatment Cost-Book Entry Debit)
No Req. CoLA (Billing Costs-Book Entry Debit)
Requisition No. 3021 – FOMC (Pump Sta Maint Agreement) \$250.00
Requisition No. 3022 – Verizon (Phone Service) \$47.91
Requisition No. 3023 – H & B (Professional Services) \$181.50
Requisition No. 3024 – Met ED (Pump Sta Electric) \$172.91
Requisition No. 3025 – S. J. Ogurcak (Cur Mo Admin Services) \$1,850.00

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