

## 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 3, 2018 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 James Shoemaker, William Matthews, Martin Daigle, Keith Richmond, Joseph Foltz, Jeffrey Steckbeck, Engineer/Manager, Frederick S. Wolf, Solicitor, and David Lloyd.

The Minutes of the previous meeting were unanimously approved.

#### **ENGINEER'S REPORT:**

Mr. Steckbeck reported that the Lebanon County website and GIS mapping was complete. This allows zooming into any property in the County, provides the name of the owner, the most recent purchase price for the property, and the information can be sent directly to others.

Mr. Steckbeck reported that he has been in contact with North Cornwall Township and Cornwall Borough to coordinate any future issues that the parties need to resolve.

#### **SOLICITOR'S REPORT:**

Jeff Steckbeck and the Solicitor reported the four (4) delinquent accounts and the status of those accounts for recovery of amounts owing.

#### **MANAGER'S REPORT:**

Jeff Steckbeck reported as follows:

Mr. Steckbeck went through all of his financial reports, and the Authority Board approved the reports and directed that copies be attached to the Minutes of the meeting.

Mr. Steckbeck reported that there were three (3) delinquencies in Stoberdale, and late notice was mailed. There were no Bond conduits.

#### **TREASURER'S REPORT:**

The following requisitions and payments were unanimously approved:

**February 2018**

Quentin

Requisition No. 3071 – Henry & Beaver (Legal Services) \$792.00  
Requisition No. 3072 – Media One PA (Advertising) \$87.90  
Requisition No. 3073 – Quentin Volunteer Fire Co. (Annual Donation) \$250.00  
Requisition No. 3074 – FOMC (Pump Sta Maint Agreement) \$250.00  
Requisition No. 3075 – Verizon (Transfer/Hookup Phone Service) \$153.57  
Requisition No. 3076 – Four Girls, LLC (Cur Mo Bookkeeping Svcs) \$1,850.00  
Requisition No. 3077 – SESI, Inc. (Engineering) \$138.00  
Requisition No. 3079 – Met ED (Pump Sta Electric) \$234.37  
Requisition No. 3080 – Verizon (Phone Service) \$88.32

Stoberdale

Requisition No. 3078 – S. J. Ogurcak (Qtrly Bkkpg Services) \$495.00

**March 2018**

Quentin

Requisition No. 3081 – FOMC (Pump Sta Maint Agreement) \$250.00  
Requisition No. 3082 – SESI, Inc. (Engineering) \$1,122.75  
Requisition No. 3083 – Met ED (Pump Sta Electric) \$218.88  
Requisition No. 3084 – Four Girls, LLC (Cur Mo Bookkeeping Svcs) \$1,850.00  
Requisition No. 3085 – Jeffrey Steckbeck (Acctg. Software Reimbursement) \$199.99  
Requisition No. 3089 – Verizon (Phone Service) \$83.32

The Authority announced the next Authority meeting will be held on 1<sup>st</sup> Tuesday of June, 2018 at 7:00 p.m.

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

Respectfully submitted,  
Frederick S. Wolf