

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, June 5, 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, Robert Kolb, Joseph Foltz, Martin Daigle, Keith Richmond, Russell Gible, Township Supervisor, Dennis Tulli, Township Supervisor, Jeffrey Steckbeck, Engineer/Manager, Frederick S. Wolf, Solicitor, and David Lloyd.

The Minutes of the previous meeting were unanimously approved.

ENGINEER'S REPORT:

The Engineer reported that there were no new plans presented for review and approval. There were no maintenance issues of the sewer system.

The Engineer did report that the Chapter 94 report as submitted by the Engineer was duly approved.

SOLICITOR'S REPORT:

The Solicitor reported that the lien has been filed against Gerberich/Brian Atwood. The Solicitor is proceeding with collection procedures.

The Solicitor report to the Authority that Pleasant View Retirement Community has requested that the Authority act as conduit for its upcoming financing for the project which is upcoming in 2018. Upon Motion duly made, seconded, and unanimously carried, the Solicitor was authorized to inform Pleasant View Retirement Community that the Authority will consent to act as the conduit for the financing.

The Solicitor indicated that there will be a meeting held on July 3, 2018 at 7:00 p.m. The purpose of the meeting will be to conduct a TEFRA Hearing and to review a Resolution to be adopted by the Authority to act as the conduit.

MANAGER'S REPORT:

Jeffrey Steckbeck, Manager reported that the delinquent accounts were under control with the exception of a few that have been turned over for collection.

The Manager reported that there were very few delinquencies for Stoberdale and that he expects all accounts to be paid up to date by the time of the next meeting.

The Manager reported that there was one (1) new sewer customer on Old Mine Road. The water meter was cracked. The pipes were frozen. The Authority authorized the purchase of a new water meter. This was no fault of the owner. The cost for the Authority for the new meter is \$163.00. This was unanimously approved by the Authority, and the Manager was directed to inform the owner of the Authority's decision.

The Manager went over in thorough detail the financials for all sewer systems owned and operated by the Authority. He also reviewed the status of bank accounts as set forth in the financial report. Upon Motion duly made, seconded and unanimously carried, the financial report of the Manager was approved, and a copy of the report was directed to be attached to the Minutes.

The Authority next discussed the condition of the grounds around the pump station. Upon Motion duly made, seconded, and unanimously carried, it was directed that the Manager arrange for the cleanup of the area and to maintain it as needed. The Manager indicated he would get three (3) quotes for the work.

TREASURER'S REPORT:

The following requisitions and payments were unanimously approved:

April – May 2018

Quentin

Requisition No. 3086 – Henry & Beaver (1st Qtr 2018 Retainer) \$500.00
Requisition No. 3088 – North Cornwall Twp. \$1,329.03
Requisition No. 3090 – EMC Insurance \$1,725.00
Requisition No. 3091 – SESI, Inc. \$207.38
Requisition No. 3093 – Facility Operation and Maintenance \$250.00
Requisition No. 3094 – Joseph Foltz \$280.00
Requisition No. 3095 – Four Girls, LLC (April Bookkeeping Svcs) \$1,850.00
Requisition No. 3092 – North Cornwall Twp. \$148.61
Requisition No. 3087 – Met ED (Pump Sta Electric) \$214.05
Requisition No. 3089 – Verizon (Phone Service) \$83.28
Requisition No. 3098 – Henry & Beaver \$247.50
Requisition No. 3099 – LB Water Service, Inc. \$492.18
Requisition No. 3100 – Facility Operation and Maintenance \$250.00
Requisition No. 3101 – Four Girls, LLC (May Bookkeeping Svcs) \$1,850.00
3104 ← Requisition No. 3105 – Cornwall Municipal \$938.00
Requisition No. 3102 – Met ED (Pump Sta Electric) \$212.94
Requisition No. 3105 – Verizon (Phone Service) \$83.28

Stoberdale

Requisition No. 3096 – Mt. Gretna Authority \$5,576.00
Requisition No. 3103 – Four Girls, LLC (Quarterly Bookkeeping Svcs) \$495.00

OTHER BUSINESS:

Dennis Tulli, Township Supervisor, indicated that he had a discussion with a sewer customer within Alden Place. Supervisor Tulli discussed that the property owner's sewer bill is higher than the sewer bills within the same area that are serviced by Cornwall Borough. He indicated that the sewer bills are also higher than those in the Quentin sewer district. It was explained to Mr. Tulli that the property in Alden Place is part of the Mine Road Sewer Project. This was the most recent sewer project of the Authority. The sewer bills are higher than the older sewer service areas. These bills will reduce as the additional lots within Alden Place are constructed and do connect to the sewer system. If the Authority continues to receive financial payments for acting as a conduit, the Authority will consider using all or a portion of these fees to reduce the costs of the sewer billing within the Mine Road Sewer district.

The Authority announced the next Authority meeting will be held on July 3, 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