

**MINUTES OF JUNE 2, 2020 MEETING OF THE
WEST CORNWALL TOWNSHIP MUNICIPAL AUTHORITY**

The following are the minutes of the meeting of 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 2, 2020 at 6:00 p.m. The meeting was duly advertised as required by the applicable statutes of the Commonwealth of Pennsylvania.

Present at the meeting were James Shoemaker, Chairman; Robert Kolb, Joseph Foltz, Glenn Yanos, Keith Richmond, William Matthews, Authority Board Members; David Lloyd, West Cornwall Township Supervisor; Sean Frederick, Esq. of Barley Snyder; Jeffrey Steckbeck, P.E., Manager/Engineer; and Amy B. Leonard, Esq., Solicitor.

Sean Frederick, Esq. was in attendance to present documents for signature related to the conduit financing project between the Authority and Pleasant View Retirement Communities. Mr. Frederick noted that the Authority previously authorized financing up to an amount of \$67 million and adopted the necessary Resolution to proceed with the conduit financing. Mr. Frederick stated that the final amount of the financing will be approximately \$53 million. Closing is scheduled for June 11, 2020. The Authority members approved the execution of the documents by Chairman Mr. Shoemaker and Secretary Mr. Kolb.

A Motion was made and seconded to approve the meeting minutes from February 4, 2020 meeting of the West Cornwall Township Municipal Authority, with all voting in favor.

Manager's / Engineer's Report – The financial reports were reviewed by Mr. Steckbeck, including the Quentin and Stoberdale checking accounts and money market accounts for March, April, and May 2020, and directed to be attached to the minutes. A Motion was made and seconded to approve the financial reports, and all voted in favor.

Mr. Steckbeck discussed that the pump station is running well. He reported that he recently retained Patrick Brewer do some cleaning and repainting. He noted that I&I is down, and flows are lower overall. The Authority Members then discussed the possibility of installing a small roof to cover the electrical components of the pump station. They also expressed an interested in scheduling an on-site visit to the pump station to evaluate its condition.

Solicitor's Report – Attorney Leonard had no items to report.

The next meeting of the West Cornwall Township Municipal Authority is scheduled for August 4, 2020 at 6:00 p.m.

Respectfully submitted,
Amy B. Leonard, Solicitor

West Cornwall Twp. Municipal Authority

6/22/2020 4:53 PM

Register: QUENTIN - ACCOUNT #XXXXX0907
 From 03/01/2020 through 03/31/2020
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/02/2020			INCOME:01 Quentin:COLA Billin...	Deposit		X	1,833.80	120,294.07
03/02/2020	3280	Four Girls, LLC	Accounts Payable	Req 3334 - Management	2,050.00	X		118,244.07
03/05/2020	3282	Winter Engine	Accounts Payable	Req 3337 - PS Generato...	415.40	X		117,828.67
03/06/2020	3277	SESI, Inc.	Accounts Payable	Req 3331 - Engr Svcs	141.00	X		117,687.67
03/06/2020	3278	SESI, Inc.	Accounts Payable	REq 3332 - Grant Appli...	4,075.10	X		113,612.57
03/09/2020	Zip Pay	MET-ED	Accounts Payable	Req 3335 - PS Electric	213.62	X		113,398.95
03/10/2020	3279	HENRY & BEAVER LLP	Accounts Payable	REq 3333 - Legal Svc	115.50	X		113,283.45
03/17/2020		COLA Check & Musser Tap Fee	-split- Tapping Fee Income COLA Billing Receipts	Deposit 4 sewer permits		X	34,876.80 13,400.00 21,476.80	148,160.25
03/17/2020	3281	MASS LLC	Accounts Payable	REq 3336 - PS O&M	500.00	X		147,660.25
03/20/2020	Zip Pay	VERIZON	Accounts Payable	Req 3349 - Phone Svc.	77.05	X		147,583.20
03/31/2020			INCOME:01 Quentin:Interest Credit	Interest		X	28.80	147,612.00

West Cornwall Twp. Municipal Authority

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Register: QUENTIN - ACCOUNT #XXXXX0907

From 04/01/2020 through 04/30/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/09/2020			INCOME:01 Quentin:COLA Billin...	Deposit		X	8,202.31	155,814.31
04/09/2020		MET-ED	Accounts Payable	Req 3350 - PS Electric	213.54	X		155,600.77
04/09/2020	3294	Four Girls, LLC	Accounts Payable	Req 3348 - Management	2,050.00	X		153,550.77
04/13/2020	3287	SESI, Inc.	Accounts Payable	Req 3341 - Engr Svcs J...	321.93	X		153,228.84
04/14/2020	3285	NORTH CORNWALL TOWNS...	Accounts Payable	Req 3339 - Chesterfield...	297.22	X		152,931.62
04/14/2020	3286	Winter Engine	Accounts Payable	Req 3340 - Generator A...	628.00	X		152,303.62
04/14/2020	3288	NORTH CORNWALL TOWNS...	Accounts Payable	Req 3342 - Dairy Rd PS	1,824.14	X		150,479.48
04/15/2020	3283	QUENTIN WATER COMPANY	Accounts Payable	REQ 3338 - Meter Read...	246.40	X		150,233.08
04/15/2020	3290	Staples	Accounts Payable	Req 3344 - Office suppl...	77.93	X		150,155.15
04/16/2020	3293	JOSEPH FOLTZ	Accounts Payable	Req 3347 - Meter Readi...	317.00	X		149,838.15
04/20/2020	3289	Envirep	Accounts Payable	REQ 3343 - Annual Svc...	1,427.92	X		148,410.23
04/22/2020			INCOME:01 Quentin:Other Billing ...	Deposit		X	299.00	148,709.23
04/22/2020	Zip Pay	VERIZON	Accounts Payable	Req 3352 - Phone Svc	76.99	X		148,632.24
04/24/2020	3291	HENRY & BEAVER LLP	Accounts Payable	Req 3345 - Legal Svc 1...	500.00	X		148,132.24
04/24/2020	3292	MASS LLC	Accounts Payable	Req 3346 - PS O&M	500.00	X		147,632.24
04/30/2020			INCOME:01 Quentin:Interest Credit	Interest		X	12.25	147,644.49

West Cornwall Twp. Municipal Authority

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Register: QUENTIN - ACCOUNT #XXXXX0907

From 05/01/2020 through 05/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/08/2020	Zip Pay	MET-ED	Accounts Payable	Req 3353 - PS Electric	210.79	X		147,433.70
05/08/2020	3299	Four Girls, LLC	Accounts Payable	Req 3359 - Management	2,050.00	X		145,383.70
05/12/2020	3297	Cornwall Borough	Accounts Payable	Req 3357 - 1st Qtr Shar...	965.00	X		144,418.70
05/14/2020	3296	HENRY & BEAVER LLP	Accounts Payable	Req 3356 - Legal Svcs -...	532.00	X		143,886.70
05/18/2020	3295	SESI, Inc.	Accounts Payable	Req 3354 - Chapter 94 ...	1,348.05	X		142,538.65
05/20/2020	Zip Pay	VERIZON	Accounts Payable	Req 3352 - Phone Svc	76.99	X		142,461.66
05/21/2020	3298	MASS LLC	Accounts Payable	Req 3358 - PS O&M	500.00	X		141,961.66
05/31/2020			INCOME:01 Quentin:Interest Credit	Interest		X	12.24	141,973.90

West Cornwall Twp. Municipal Authority

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Register: STOBBERDALE - ACCOUNT #342750
 From 03/01/2020 through 03/31/2020
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
03/02/2020			INCOME:02 Stoberdale:Billing Inc...	Deposit	X	4,557.75	32,121.67
03/17/2020			INCOME:02 Stoberdale:Billing Inc...	Deposit	X	1,207.66	33,329.33
03/31/2020			INCOME:02 Stoberdale:Fulton Ban...	Interest	X	7.56	33,336.89

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Register: STOBBERDALE - ACCOUNT #342750

From 04/01/2020 through 04/30/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/09/2020			INCOME:02 Stoberdale:Billing Inc...	Deposit		X	874.40	34,211.29
04/17/2020	1619	MT. GRETNA AUTHORITY	Accounts Payable	Req 3351 - 1st Qtr Treat...	6,027.00	X		28,184.29
04/22/2020			INCOME:02 Stoberdale:Billing Inc...	Deposit		X	542.13	28,726.42
04/30/2020			INCOME:02 Stoberdale:Fulton Ban...	Interest		X	2.56	28,728.98

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Register: STOBERDALE - ACCOUNT #342750

From 05/01/2020 through 05/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/08/2020	1620	Four Girls, LLC	Accounts Payable	Req 3355 - Stoberdale ...	495.00	X		28,233.98
05/31/2020			INCOME:02 Stoberdale:Fulton Ban...	Interest		X	2.40	28,236.38

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Register: MONEY MARKET ACCOUNT #412163

From 03/01/2020 through 03/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/31/2020			INCOME:03 - Money Market Acco...	Interest		X	104.52	332,747.24

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Register: MONEY MARKET ACCOUNT #412163

From 04/01/2020 through 04/30/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/30/2020			INCOME:03 - Money Market Acco...	Interest	X		27.27	332,774.51

West Cornwall Twp. Municipal Authority

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Register: MONEY MARKET ACCOUNT #412163

From 05/01/2020 through 05/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
05/31/2020			INCOME:03 - Money Market Acco...	Interest	X	28.19	332,802.70