

**MINUTES OF AUGUST 4, 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, August 4, 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, and Martin Daigle, Authority Board Members; Also present were David Lloyd and Dennis Tulli, West Cornwall Township Supervisors; Jeffrey Steckbeck, P.E., Manager/Engineer; and Amy B. Leonard, Esq., Solicitor. Board Members Glenn Yanos, Keith Richmond, and William Matthews were absent.

A motion was made and seconded to approve the meeting minutes from the June 2, 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 account for June and July 2020, and directed to be attached to the minutes. Mr. Steckbeck noted that the Pleasant View Retirement Community conduit lending fees in the amount of \$25,000.00 were received by the Authority on June 22, 2020. A motion was made and seconded to approve the financial reports, and all voted in favor.

Mr. Steckbeck also reviewed the 2019 audit which was prepared by Maxine Maser. Mr. Steckbeck has reported that the audit has been submitted DCED.

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

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

Respectfully submitted,
Amy B. Leonard, Solicitor

West Cornwall Twp. Municipal Authority

8/4/2020 1:18 PM

Register: QUENTIN - ACCOUNT #XXXXX0907

From 06/01/2020 through 07/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/04/2020	3301	Four Girls, LLC	Accounts Payable	Req 3362 - Books and ...	2,050.00	X		140,073.90
06/08/2020	Zip Pay	MET-ED	Accounts Payable	Req 3364 - PS Electric	217.76	X		139,856.14
06/10/2020	Auto-deduct	USDA Rural Development	Accounts Payable	Semi-annual withdrawal...	8,048.00	X		131,808.14
06/10/2020	Auto-deduct	USDA Rural Development	Accounts Payable	Semi-annual withdrawal...	17,731.00	X		114,077.14
06/22/2020			-split-	Deposit - \$25,000 Pleas...		X	48,002.00	162,079.14
			COLA Billing Receipts				23,002.00	
			Bond Conduits	Pleasant Valley Retirem...			25,000.00	
06/22/2020	Zip Pay	VERIZON	Accounts Payable	Req 3371 - Telephone S...	76.99	X		162,002.15
06/23/2020	3300	MASS LLC	Accounts Payable	Req 3361 - PS Ops May	500.00	X		161,502.15
06/30/2020			INCOME:01 Quentim:Interest Credit	Interest		X	11.04	161,513.19
07/01/2020	3302	JEFFREY STECKBECK	Accounts Payable	Req 3363 - 6 months m...	960.00	X		160,553.19
07/01/2020	3304	Four Girls, LLC	Accounts Payable	Req 3366 - July Books ...	2,050.00	X		158,503.19
07/06/2020	3306	NORTH CORNWALL TOWNS...	Accounts Payable	Req 3368 - Diary Road ...	1,824.14	X		156,679.05
07/06/2020	3309	NORTH CORNWALL TOWNS...	Accounts Payable	Req 3373 - Chesterfield...	148.61	X		156,530.44
07/07/2020	3305	MASS LLC	Accounts Payable	Req 3367 - PS Ops June	500.00	X		156,030.44
07/08/2020			-split-	Deposit - \$10,050 for 3 ...		X	16,572.72	172,603.16
			COLA Billing Receipts				6,522.72	
			Tapping Fee Income				10,050.00	

West Cornwall Twp. Municipal Authority

8/4/2020 1:18 PM

Register: QUENTIN - ACCOUNT #XXXXX0907

From 06/01/2020 through 07/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/08/2020	3303	Patrick Brewer Carpentry Inc	Accounts Payable	Req 3365 - PS O&M	3,707.63	X		168,895.53
07/08/2020	3307	HENRY & BEAVER LLP	Accounts Payable	Req 3369 - Legal Svcs	500.00	X		168,395.53
07/09/2020	Zip Pay	MET-ED	Accounts Payable	Req 3370 - PS Electric	183.94	X		168,211.59
07/13/2020	3310	JOSEPH FOLTZ	Accounts Payable	Req 3374 - Meter Read...	317.00	X		167,894.59
07/15/2020			-split-	Deposit - \$2,240 Sewer ...		X	3,935.41	171,830.00
			COLA Billing Receipts				1,545.41	
			Conn Permits/Mtrs/Pumps				150.00	
			Tapping Fee Income				2,090.00	
			Conn Permits/Mtrs/Pumps				150.00	
07/15/2020	3308	QUENTIN WATER COMPANY	Accounts Payable	Req 3372- Meter Read...	123.20	X		171,706.80
07/21/2020	Zip Pay	VERIZON	Accounts Payable	Req 3378 - Phone Svc	77.40	X		171,629.40
07/31/2020			INCOME:01 Quentin:Interest Credit	Interest		X	14.18	171,643.58

West Cornwall Twp. Municipal Authority

8/4/2020 1:19 PM

Register: STOBBERDALE - ACCOUNT #342750

From 06/01/2020 through 07/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/23/2020			INCOME:02 Stoberdale:Billing Inc...	Deposit		X	5,114.40	33,350.78
06/30/2020			INCOME:02 Stoberdale:Fulton Ban...	Interest		X	2.42	33,353.20
07/08/2020			INCOME:02 Stoberdale:Billing Inc...	Deposit		X	1,333.04	34,686.24
07/15/2020			INCOME:02 Stoberdale:Billing Inc...	Deposit		X	384.76	35,071.00
07/31/2020			INCOME:02 Stoberdale:Fulton Ban...	Interest		X	2.93	35,073.93

West Cornwall Twp. Municipal Authority

8/4/2020 1:20 PM

Register: MONEY MARKET ACCOUNT #412163

From 06/01/2020 through 07/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/30/2020			INCOME:03 - Money Market Acco...	Interest		X	27.28	332,829.98
07/31/2020			INCOME:03 - Money Market Acco...	Interest		X	28.19	332,858.17