

**MINUTES OF THE OCTOBER 3, 2023 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, October 3, 2023, 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, William Matthews, Marty Daigle, Joseph Foltz, Dennis Tulli, Glenn Yanos, and Robert Kolb, Authority Board members; David Lloyd and Russ Gible (arrived at 6:20 P.M.), West Cornwall Township Supervisors; Jeffrey Steckbeck, P.E., Manager/Engineer; Amy B. Leonard, Esq., Solicitor; David Bradley and William White, water company operators; and Louie Hurst, member of the public.

Authority Chairman James Shoemaker called the meeting to order. Mr. Yanos made a motion, seconded by Mr. Kolb, to approve the meeting minutes from the August 1, 2023 meeting of the West Cornwall Township Municipal Authority. All voted in favor.

Manager's / Engineer's Report – Louie Hurst was present at the meeting to discuss a request on behalf of Cornwall Associates LP. The Limited Partnership and WCTMA entered into Agreements in 2010 and 2012. One of the Agreements granted the Limited Partnership 68 EDUs of sewer capacity (mixed commercial and residential) with tapping fees waived for a period of 10 years. Mr. Hurst noted there are still 43 of those EDUs remaining, and he requested an extension of time, through 10/30/2028, to use them. A discussion ensued. A Motion was made and seconded to waive the WCTMA tapping fees of \$3,200 per EDU but not the City of Lebanon Authority fees of \$2,090, and allowing Cornwall Associates LP until October 31, 2028 to use the remaining 43 EDUs. Mr. Foltz abstained from the vote. Mr. Yanos voted in opposition, all others voted in favor of the Motion and the Motion passed.

Mr. Steckbeck reviewed the Quentin and Stoberdale financial accounts for August and September 2023, as well as the water account, and directed that those statements be attached to the minutes. Mr. Steckbeck noted that the Authority received the invoice from North Cornwall for the Authority's share of the Dairy Road pump station engineering costs. Mr. Yanos made a motion, seconded by Mr. Daigle, to approve the Authority's financial reports. All voted in favor.

Mr. Steckbeck reviewed the Audit Report for the Authority. Mr. Foltz made a motion, seconded by Mr. Matthews, to approve the audit. All voted in favor.

Mr. Steckbeck introduced Mr. Bradley and Mr. White, the operators of the water system. A discussion was had regarding the wells, the water supply, and future development impacts on the system. Mr. Steckbeck also provided a copy of the DEP Permit that was received for the water system. Mr. Steckbeck noted that upcoming developments by Mr. Hurst and Landmark involved commitments by those developers to contribute funds to new water tank construction. Mr. Steckbeck indicated that a rate resolution would be needed to establish the water tapping fees, and that a rate study would be completed.

From an operations standpoint, there was an issue with the check valves at the Route 117 Pump Station. These were rebuilt and are working well.

Solicitor's Report – Attorney Leonard noted that she would be presenting the meeting dates for 2024 at the Authority's next meeting, and asked if the Authority wished to keep the

same meeting schedule. Mr. Foltz made a motion, seconded by Mr. Daigle, to keep the same meeting schedule for 2024.

Attorney Leonard reviewed the status of the Agreements for the Landmark Development. Landmark's project will involve the completion of the Eagle Rental loop, which involves some off-site water lines being placed on private property. Those easement acquisitions are in progress. Attorney Leonard is working with Landmark's attorney to finalize the Developer's Agreement regarding the water and sewer system improvements.

New Business – Mr. Steckbeck noted that Quentin Water Company had four (4) employees – Mr. Bradley, Mr. White, Cindy Bradley, and Mary Deck. Mr. Steckbeck requested the appointment of a personnel committee to discuss compensation, employee costs, etc. for WCTMA to retain the employees. Mr. Matthews, Mr. Foltz, and Mr. Tulli were appointed to the Personnel Committee.

Mr. Kolb made a motion to pay the bills, which was seconded by Mr. Foltz. All voted in favor.

There being no further business before the Authority Board, Mr. Shoemaker adjourned the meeting at 6:48 p.m.

The next meeting of the West Cornwall Township Municipal Authority will be December 5, 2023 at 6:00 p.m.

Respectfully submitted,
Amy B. Leonard, Solicitor