

**MINUTES OF THE APRIL 2, 2024 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, April 2, 2024, 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, West Cornwall Township Supervisor; David Bradley, water system operator; Jeffrey Steckbeck, P.E., Manager/Engineer; Amy B. Leonard, Esq., Solicitor; and Otto Leinhauser, member of the public.

The meeting was called to order by Chairman Shoemaker at 6:00 p.m. Mr. Yanos made a motion, seconded by Mr. Daigle, to approve the meeting minutes of the February 6, 2024 Authority meeting. All voted in favor.

Mr. Steckbeck reviewed the Stoberdale financials for February and March. Mr. Steckbeck reviewed the Quentin sewer financials for February and March. He reported that the check valve repair kits were received and the work would be completed in May or June. Mr. Steckbeck reviewed the water system financials for the months of February and March. Mr. Steckbeck advised that CoLA would be issuing the May bills, and that the revenues from the May billing were anticipated to be sufficient to pay the June 2024 loan payment.

Mr. Kolb made a motion, with a second by Mr. Matthews, to approve the financial reports presented by Mr. Steckbeck. All voted in favor.

Mr. Steckbeck gave an update on SRBC permitting. Mr. Steckbeck reported that a conditional use hearing for the Quentin Riding Club redevelopment was scheduled for April 23, 2024. He noted that the proposed redevelopment would likely result in the purchase of 180-190 EDUs of capacity, resulting in water and sewer tapping fees being paid to the Authority. Mr. Steckbeck indicated that site work has begun on the Apartments at 419 land development project, and estimated that water and sewer lines would be installed in June. Tapping fees for that development will be paid at the time of permitting.

From a sewer operating standpoint, Mr. Steckbeck advised that the leaking check valves would be rebuilt. The water operator, Mr. Bradley, provided an update regarding the recent DEP inspection. He noted that reports were submitted to DEP. There are signs of wear on the water tanks. Mr. Bradley and Mr. White attended the PRWA conference for training. Mr. Bradley discussed digging around curb stops to determine the presence of lead and copper pipes. There was a discussion regarding overdue water accounts and the shut off procedure, including form letters/notices to be sent to those with unpaid accounts. Fees for shut off/turn on, as well as any other administrative fees, should be established.

Mr. Steckbeck advised that Cornwall Borough would like to revisit its existing Agreement with WCTMA to discuss reallocation of costs and percentage of responsibility for certain facilities.

Mr. Steckbeck related that Cornwall Borough has supplied 10 EDUs to the Quentin Riding Club for the past 34 years, and wished to allocate those 10 EDUs to 10 customers as part of the redevelopment of the property. A letter was drafted confirming this arrangement. Mr.

Yanos made a motion, seconded by Mr. Kolb, to approve the letter to Cornwall Borough. All voted in favor.

A letter was drafted to Cornwall Borough accepting an invitation to meet on April 22, 2024 to discuss the connection of two water systems for emergency purposes. Mr. Shoemaker and Mr. Matthews were available to attend. A motion was made by Mr. Foltz, seconded by Mr. Daigle, to participate in the meeting and send the letter to Cornwall Borough. All voted in favor.

Mr. Foltz made a motion to pay the bills, which was seconded by Mr. Tulli. All voted in favor. Mr. Shoemaker adjourned the meeting at 6:44 p.m.

The next meeting of the West Cornwall Township Municipal Authority will be June 4, 2024 at 6:00 p.m.

Respectfully submitted,
Amy B. Leonard, Solicitor