

**MINUTES OF THE JUNE 4, 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, June 4, 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, Glenn Yanos, and Robert Kolb, Authority Board members; David Lloyd and Russ Gible, West Cornwall Township Supervisors; David Bradley and William White, water system operators; Jeffrey Steckbeck, P.E., Manager/Engineer; and Amy B. Leonard, Esq., Solicitor. Authority Board member Dennis Tulli was absent.

The meeting was called to order by Chairman Shoemaker at 6:00 p.m. Mr. Yanos made a motion, seconded by Mr. Kolb, to approve the meeting minutes of the April 2, 2024 Authority meeting. All voted in favor.

Mr. Steckbeck reviewed the financial statements for April and May 2024 for Quentin sewer, Stoberdale sewer, and for the water account. Mr. Steckbeck noted that the semi-annual sewer and water loan payments would be due in June 2024, which will drop the balance in the checking accounts by approximately \$31,000 each. Mr. Yanos made a motion, with a second by Mr. Daigle, to approve the financial reports presented by Mr. Steckbeck. All voted in favor.

Mr. Steckbeck advised that he, Mr. Shoemaker, and Mr. Matthews met with Cornwall Borough regarding Cornwall's interest in obtaining an emergency water connection to the WCTMA system. Mr. Steckbeck related that a new agreement will be proposed by Cornwall Borough's Solicitor.

Mr. Steckbeck reported that he and Mr. and Mrs. Bradley met with City of Lebanon Authority to discuss delinquent accounts and shut off procedures, and requested reports showing water invoices that remain owing. As of June 1st, there are 59 accounts which are more than 30 days past due. CoLA will provide another delinquency report in the beginning of July which will form the basis for collection efforts, including potential water shut-offs.

Mr. Steckbeck stated there was no update on SRBC permitting at this time. He noted that the Apartments at 419 project is moving forward with stormwater improvements and grading.

Mr. Steckbeck advised that the conditional use hearings related to the redevelopment of the Quentin Riding Club property have concluded. The water use is dependent on whether there will be a car wash use, which would require a new well to enable the Authority to provide sufficient water. The Authority members discussed the possibility of a new well.

From a sewer operating standpoint, Mr. Steckbeck stated that Envirep completed the annual inspections and determined that all 4 pumps are in need of impellers and wear plates, with an estimated cost of \$5,766.46.

The water operator, Mr. Bradley, discussed the PWRA report. He noted that meter replacement would continue as needed with radio read meters. The service line inventory continues to determine the presence of lead and copper pipes. Mr. Bradley noted that a cost for curb stop digging would be obtained. He reiterated that he had been part of the meeting with

CoLA and that procedures were being finalized to handle delinquent accounts and shutoffs. Mr. Bradley also discussed DEP reports.

Ms. Leonard presented an Amendment to an existing Agreement between the Authority and Cornwall Associates, allowing them to use previously-allocated but unused EDUs through October 31, 2028. Mr. Kolb made a motion, seconded by Mr. Matthews, to approve the Amendment. All voted in favor.

Ms. Leonard presented Resolution 2024-06-04, which establishes a schedule of fees related to water termination and delinquent account collection procedures. Mr. Kolb made a motion, seconded by Mr. Daigle, to adopt the Resolution. All voted in favor.

Mr. Steckbeck discussed with the Authority board whether there was interest in investigating the need for a new well. Mr. Steckbeck reviewed the DEP report related to a site survey and pre-drilling plan requirements. The proposed site would be on the former Quentin Riding Club property. Mr. Steckbeck advised that before doing anything further, the Authority would need a hydrogeologist to provide a proposal for a drilling plan. Mr. Matthews made a motion, seconded by Mr. Kolb, to approve up to a maximum of \$5,000 for the hydrogeologist's proposal. All voted in favor. Mr. Steckbeck noted that anticipated water tapping fees will increase the balance of the water fund, thus providing ample funds to pay for the cost of a new well, if the well is needed. There was discussion about the potential locations for a new well.

Mr. Kolb made a motion to pay the bills, which was seconded by Mr. Daigle. All voted in favor. Mr. Kolb made a motion, seconded by Mr. Daigle, to adjourn the meeting at 6:34 p.m.

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

Respectfully submitted,
Amy B. Leonard, Solicitor