

WEST CORNWALL TOWNSHIP MUNICIPAL AUTHORITY

73 S. ZINNS MILL ROAD

LEBANON, PA 17042

AUTHORITY BOARD MEETING

June 4, 2024 6:00 PM

AGENDA

1. Convene meeting and Pledge of Allegiance
2. Attendance
3. Public comment on Agenda only
4. Changes/additions to Agenda
5. Approve meeting minutes of previous meeting(s) – April 2, 2024
6. Authority Manager report
 - a. Review and approve financial reports
 - b. COLA update – monthly reports received
 - c. COLA meeting to discuss water delinquencies and shut off procedures
7. Engineer report
 - a. SRBC permitting – status report
 - b. Apartments at 419 – construction status
 - c. Quentin Riding Club redevelopment – Conditional Use Hearing Concluded
8. Operator report – MASS LLC for sewer, and David Bradley for water
 - a. Sewer system – status is normal, all systems operating well.
 - b. Water system – report from operator David Bradley
9. Solicitor report
 - a. Cornwall Associates – addendum to agreement – EDU allocation
 - b. Resolution – fees for administrative tasks and delinquency collection efforts
10. Old Business –
 - a. Potential joint Authority with Cornwall – on hold – no change
 - b. Cornwall meeting – emergency connection of water systems
11. New Business
 - a. New well investigations – DEP hydrogeologist and DEP sanitarian site visit
 - b. Quentin Associates – authorize Solicitor to prepare draft Developer Agreement
12. Public comment
13. Pay the bills
14. Adjourn

Register: PSBT Quentin Sewer

From 03/31/2024 through 04/30/2024

Sorted by: Date, Type, Number/Ref

April '24

West Cornwall Twp. Municipal Authority

6/4/2024 11:11 AM

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/31/2024			INCOME:01 Quentin:Interest ...	Interest		X	1,912.11	551,112.84
04/04/2024	3676	Four Girls, LLC	Accounts Payable	Req 3819 - Mgmt & ...	2,400.00	X		548,712.84
04/05/2024	3678	JOSEPH FOLTZ	Accounts Payable	REq 3822 - Meter Re...	421.00	X		548,291.84
04/08/2024	3675	Envirep	Accounts Payable	Req 3618 - Annual S...	1,515.00	X		546,776.84
04/10/2024	Zip Pay	MET-ED	Accounts Payable	REq 3812 - P.S. Elec...	358.45	X		546,418.39
04/22/2024			INCOME:01 Quentin:COLA Bi...	Deposit		X	6,756.38	553,174.77
04/23/2024	Zip Pay	VERIZON	Accounts Payable	REq 3825 - Phone Svc	72.39	X		553,102.38
04/26/2024	3677	MASS LLC	Accounts Payable	Req 3820 - O&M Svcs	650.00	X		552,452.38
04/30/2024			INCOME:01 Quentin:Interest ...	Interest		X	1,912.76	554,365.14

West Cornwall Twp. Municipal Authority

6/4/2024 11:11 AM

Register: PSBT Quentin Sewer

From 04/30/2024 through 05/31/2024

Sorted by: Date, Type, Number/Ref

May '24

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/30/2024			INCOME:01 Quentin:Interest ...	Interest		X	1,912.76	554,365.14
05/07/2024	3681	Four Girls, LLC	Accounts Payable	REq 3838 - Mgmt & ...	2,400.00	X		551,965.14
05/07/2024	3684	SESI, Inc.	Accounts Payable	Req 3832 - CH 94 R...	2,076.00	X		549,889.14
05/08/2024	3683	Cornwall Borough	Accounts Payable	Req 3830 - Shared O...	1,143.00	X		548,746.14
05/09/2024	Zip Pay	MET-ED	Accounts Payable	Req 3831 - PS Elec	349.56	X		548,396.58
05/10/2024	3682	NORTH CORNWALL TOW...	Accounts Payable	Req 3829 - Dairy Rd ...	890.87	X		547,505.71
05/13/2024	3679	Envirep	Accounts Payable	Req 3826 - Labor - r...	970.00	X		546,535.71
05/20/2024	3680	MASS LLC	Accounts Payable	Req 3827 - O&M Sv...	1,097.60	X		545,438.11
05/21/2024	Zip Pay	VERIZON	Accounts Payable	Req 3833 - Phone Svc	72.39	X		545,365.72
05/22/2024			INCOME:01 Quentin:Tapping ...	Deposit		X	5,640.00	551,005.72
05/22/2024			INCOME:01 Quentin:COLA Bi...	Deposit		X	1,335.70	552,341.42
05/31/2024			INCOME:01 Quentin:Interest ...	Interest		X	2,108.79	554,450.21

West Cornwall Twp. Municipal Authority STOBERDALE

6/4/2024 11:29 AM

Register: PSBT Stoberdale Sewer

From 03/31/2024 through 05/31/2024

Sorted by: Date, Type, Number/Ref

April & May '24

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/31/2024			INCOME:02 Stoberdale:Bank L...	Interest		X	132.89	40,145.90
04/08/2024			INCOME:02 Stoberdale:Billing...	Deposit		X	756.00	40,901.90
04/22/2024			INCOME:02 Stoberdale:Billing...	Deposit		X	378.00	41,279.90
04/30/2024			INCOME:02 Stoberdale:Bank L...	Interest		X	142.26	41,422.16
05/07/2024	1657	Four Girls, LLC	Accounts Payable	Req 3824	542.50	X		40,879.66
05/13/2024	1656	MT. GRETNA AUTHORITY	Accounts Payable	Req 3823 - WWTP S...	7,220.51	X		33,659.15
05/22/2024			INCOME:02 Stoberdale:Billing...	Deposit		X	4,242.00	37,901.15
05/31/2024			INCOME:02 Stoberdale:Bank L...	Interest		X	145.34	38,046.49

WCTMA Water System

6/4/2024 3:00 PM

Register: Cash PSBT

From 03/31/2024 through 04/30/2024

Sorted by: Date, Type, Number/Ref

April '24

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
03/31/2024			INCOME:02 Interest Income	Deposit		125.68	36,807.03
04/03/2024			Cost of Goods Sold	Deposit		395.31	37,202.34
04/04/2024			Cost of Goods Sold	Deposit		752.82	37,955.16
04/04/2024	1074	David Bradley	Accounts Payable	Req W68 - McAfe...	158.99		37,796.17
04/04/2024	1075	Henry & Beaver LLP	Accounts Payable	Req W69 - Legal S...	927.50		36,868.67
04/04/2024	1078	Four Girls LLC	Accounts Payable	Req W72 - Mgmt ...	400.00		36,468.67
04/08/2024	Zip Pay	Payroll - Direct Deposit B...	Accounts Payable		7,749.16		28,719.51
04/09/2024			Cost of Goods Sold	Deposit		842.29	29,561.80
04/09/2024	1073	Postmaster	Accounts Payable	Req W67 - Stamps	72.00		29,489.80
04/09/2024	1076	Kohl Bros., Inc.	Accounts Payable	Req W70 - Chemic...	695.00		28,794.80
04/10/2024	Zip Pay	Peoples Security Bank & ...	Accounts Payable	14000025317	15.00		28,779.80
04/11/2024	1077	Pure Test Laboratory	Accounts Payable	Req W71 - Lab Te...	82.00		28,697.80
04/12/2024	Zip Pay	Met-Ed	Accounts Payable	100 014 421 471	911.73		27,786.07

WCTMA Water System

6/4/2024 3:00 PM

Register: Cash PSBT

From 03/31/2024 through 04/30/2024

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
04/12/2024	Zip Pay	USA Employment Taxes	Accounts Payable	Payroll Taxes	1,975.34		25,810.73
04/12/2024	Zip Pay	PA Employment Taxes	Accounts Payable	Payroll Taxes	282.49		25,528.24
04/19/2024			-split-	Deposit		445.95	25,974.19
			Cost of Goods Sold			122.55	
			Cost of Goods Sold			323.40	
04/24/2024			Cost of Goods Sold	Deposit		92.64	26,066.83
04/24/2024	1072	Department of Environme...	Accounts Payable	708336	60.00		26,006.83
04/26/2024	Zip Pay	PA DOL Unemployment ...	Accounts Payable	Payroll Taxes	300.73		25,706.10
04/29/2024	Zip Pay	Keystone Collections	Accounts Payable	Direct Deposit	77.27		25,628.83
04/30/2024			INCOME:02 Interest Income	Deposit		99.92	25,728.75
04/30/2024	Zip Pay	Verizon	Accounts Payable	450-293-544-001-81	212.53		25,516.22

WCTMA Water System

6/4/2024 3:00 PM

Register: Cash PSBT

From 04/30/2024 through 05/31/2024

Sorted by: Date, Type, Number/Ref

May '24

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/30/2024			INCOME:02 Interest Income	Deposit			99.92	25,728.75
04/30/2024	Zip Pay	Verizon	Accounts Payable	450-293-544-001-81	212.53			25,516.22
05/03/2024	Zip Pay 102	Lebanon Payroll Plus	Accounts Payable	Zip Pay - Payroll P...	120.00			25,396.22
05/03/2024	Zip Pay 124	Lebanon Payroll Plus	Accounts Payable	Zip Pay - Payroll P...	59.30			25,336.92
05/06/2024			Cost of Goods Sold	Deposit			146.14	25,483.06
05/07/2024			Cost of Goods Sold	Deposit			125.55	25,608.61
05/07/2024	1081	Four Girls LLC	Accounts Payable	Req W77 - Mgmt ...	400.00			25,208.61
05/07/2024	1084	Steckbeck Engineering & ...	Accounts Payable	REq W81 - Engr Svc	800.00			24,408.61
05/10/2024	Zip Pay	Met-Ed	Accounts Payable	100 014 421 471	985.56			23,423.05
05/10/2024	Zip Pay	Peoples Security Bank & ...	Accounts Payable	14000025317	18.98			23,404.07
05/10/2024	1080	Pennsylvania One Call Sy...	Accounts Payable	Req W76 - License	2.50			23,401.57
05/10/2024	1083	RIO Supply	Accounts Payable	Req W78 - Water ...	1,800.00			21,601.57
05/13/2024			Cost of Goods Sold	Deposit			132.13	21,733.70

WCTMA Water System

6/4/2024 3:00 PM

Register: Cash PSBT

From 04/30/2024 through 05/31/2024

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/14/2024	1082	Pure Test Laboratory	Accounts Payable	Req W79 - Lab Te...	1,030.00			20,703.70
05/16/2024	1079	Mission Communications	Accounts Payable	Req W75 - Annual...	623.40			20,080.30
05/22/2024			Cost of Goods Sold	Deposit			283.12	20,363.42
05/23/2024			Cost of Goods Sold	Deposit			80.00	20,443.42
05/29/2024	Zip Pay	Verizon	Accounts Payable	450-293-544-001-81	212.53			20,230.89
05/30/2024			Cost of Goods Sold	Deposit			303.26	20,534.15
05/31/2024			Cost of Goods Sold	Deposit			234.62	20,768.77
05/31/2024			INCOME:02 Interest Income	Deposit			83.63	20,852.40

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	WCT-Sewer	WCT-Water	WCT Total	COLA-Sewer	COLA-Water	COLA Total	Grand Total	Adjustment reason
Balance as of 3/31/24	6,162.28	-	6,162.28	7,934.99	-	7,934.99	14,097.27	
April payments	(1,287.20)	(303.26)	(1,590.46)	(1,130.34)	(28.20)	(1,158.54)	(2,749.00)	
March pmts after cut off	(48.50)		(48.50)	(67.85)		(67.85)	(116.35)	
April adjustments			-		75.00	75.00	75.00	Outstanding change of owner charges 19864, 22573, 22574
May billing	34,273.11	37,307.18	71,580.29	45,514.39	1,261.20	46,775.59	118,355.88	
Balance as of 4/30/24	39,099.69	37,003.92	76,103.61	52,251.19	1,308.00	53,559.19	129,662.80	
May payments	(27,279.03)	(27,495.14)	(54,774.17)	(36,230.80)	(953.60)	(37,184.40)	(91,958.57)	
April pmts after cut off	(97.00)	(152.12)	(249.12)	(126.85)	(6.80)	(133.65)	(382.77)	
	11,723.66	9,356.66	21,080.32	15,893.54	347.60	16,241.14	37,321.46	

PARCEL INFORMATION

LOT AREA - 46.21 AC.
WEST CORNWALL TWP.
- 44.72 AC.
- LOW DENSITY RESIDENTIAL ZONE (R-1)
- MIXED USE OVERLAY (MUO)

CORNWALL BOROUGH
- 1.49 AC.
- RESIDENTIAL LOW DENSITY (RLD)

ROADWAY FRONTAGE (PADOT)
- SR0072 - QUENTIN ROAD
- SR0419 - E. MAIN STREET

ROADWAY FRONTAGE (MUNICIPAL)
- MAPLE LANE (TWP. AND BORO.)

UTILITIES
- PUBLIC SEWER AND PUBLIC WATER



LEGEND:

- RESIDENTIAL APARTMENTS
- COMMERCIAL
- EQUINE USE
- SINGLE-FAMILY

SITE DATA

LOT	APPROX. SIZE	USE TYPE	YIELD
A	14.49 AC.	SENIOR RESIDENTIAL APARTMENTS	120 UNITS
B	1.21 AC.	COMMERCIAL OFFICE	7,200 SF BLDG. / 24 SP.
C	2.47 AC.	MEDICAL OFFICE	20,000 SF BLDG. / 68 SP.
D	1.51 AC.	FAST FOOD / ICE CREAM W/ DRIVE THRU	2,315 SF BLDG. / 35 SP.
E	2.49 AC.	CONVENIENCE STORE / GAS	6,500 SF BLDG. / 16 PUMPS
F	1.69 AC.	MEDICAL OFFICE / PROF. SERV.	7,200 SF BLDG. / 49 SP.
G	1.66 AC.	CAR WASH	130' WASH BAY / 14 VAC.
H	16.26 AC.	EQUINE THERAPY / RIDING STABLES	1 BLDG. / 14,500 SF / 6 STABLES
I	4.36 AC.	SINGLE FAMILY DETACHED RESIDENTIAL	9 LOTS / 20,000 SF
46.14 AC. TOTAL SITE AREA (NET)			

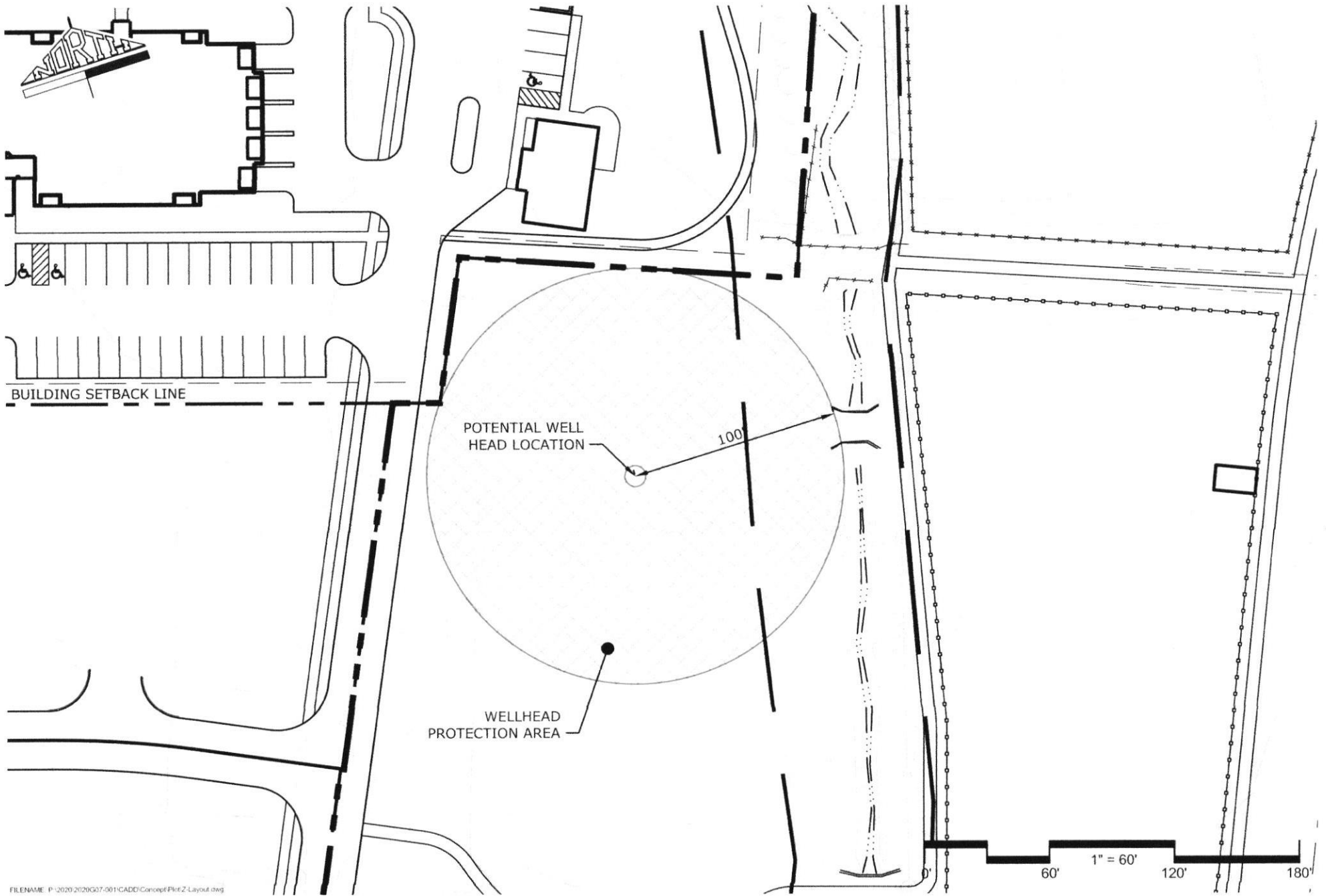


QUENTIN RIDING CLUB SITE - Overall Project Site Plan

WEST CORNWALL TOWNSHIP & CORNWALL BOROUGH, LEBANON COUNTY, PA

05.21.2024

QUENTIN ASSOCIATES, LLC



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QUENTIN RIDING CLUB SITE

CORNWALL TOWNSHIP, LEBABNON COUNTY, PA

05 . 21 . 2024

QUENTIN ASSOCIATES, LLC