

**MINUTES OF THE DECEMBER 2, 2025 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, December 2, 2025, 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, Joseph Foltz, Robert Kolb, Marty Daigle, Dennis Tulli, and Glenn Yanos, Authority Board members; West Cornwall Township Supervisors David Lloyd and Russ Gible; David Bradley and William White, water system operators; Jeffrey Steckbeck, P.E., Manager/Engineer; and Amy B. Leonard, Esq., Solicitor.

The meeting was called to order at 6:00 p.m. by Chairman Shoemaker. Mr. Kolb made a motion, seconded by Mr. Matthews, to approve the meeting minutes of the November 4, 2025 meeting. All voted in favor.

Mr. Steckbeck provided the 2024 audit for WCTMA. Due to Maxine Maser's retirement, a new audit proposal for 2025 and 2026 was obtained from Garcia, Garman & Shea. Mr. Matthews made a motion, seconded by Mr. Foltz, to approve the audit proposal. All voted in favor.

Mr. Steckbeck reviewed the financial statements for November 2025 for Quentin sewer, Stoberdale sewer, and for the water account. Mr. Yanos made a motion, seconded by Mr. Daigle, to approve the financial reports. All voted in favor. Mr. Steckbeck reported that due to increased rates by the Mount Gretna Authority, the Stoberdale sewer rate is proposed to be increased by \$26.00 per quarter, for a total flat rate of \$237.00 per quarter, to cover the increased cost.

Mr. Steckbeck reviewed the Mine Road sewer system, and the Authority reviewed a potential plan to divert 450 feet of gravity sewer to WCTMA's Mine Road pump station, thereby sending Stoberdale flows through WCTMA's system rather than sending them to Mt. Gretna Authority for treatment. Mr. Steckbeck estimated the cost to divert the Stoberdale flows as \$65,000 to \$80,000. It was suggested that the agreement with the Mt. Gretna Authority be reviewed. Other developments in the Mt. Gretna area may also be interested in becoming part of the WCTMA system. If the Stoberdale flows were diverted to the Mine Road pump station, they would become metered customers.

Mr. Steckbeck reviewed draft budgets for Stoberdale, Quentin and Mine Road, and the water system. Water rates are proposed to remain the same. Mine Road's rates are proposed to decrease from \$90.00 to \$80.00 per quarter. Possible EDU increases for the Hideaway and Quentin Tavern were discussed.

Mr. Steckbeck provided updates on land development projects including Cavalry at Quentin, Alden Place West, and Iron Mill Townes. There were no sewer incidents in November.

Mr. Bradley provided a water report and reviewed his written report with the Authority Board. The need for a generator, both a portable option and a permanent one, were discussed.

Attorney Leonard discussed the Developer's Agreement for Cavalry at Quentin. The Authority discussed that the Agreement did not incorporate a "Memorandum of Understanding" between the developer and the Quentin Water Company from a number of years ago, predating WCTMA's acquisition of the water company. Per the MOU, Mr. Hurst had offered to construct a water tank in lieu of cash payment of tapping fees. The Authority decided that it would not request Mr. Hurst to construct the water tank, and would charge the standard tapping fees for all new connections from the Cavalry project. The Authority will pursue construction of a water tank utilizing the traditional capital improvements project approach involving design, permitting, bidding and construction contract(s). Mr. Foltz made a motion, seconded by Mr. Shoemaker, to keep the Agreement as drafted by the Solicitor.

Mr. Foltz made a motion, seconded by Mr. Kolb, to approve the meeting dates for 2026. All voted in favor.

Mr. Steckbeck stated that there was no update on the Cornwall Borough agreement. An approved location has been determined for the connection vault for the Cornwall emergency connection. Mr. Matthews reported that the negotiating committee met with the Mennonite School board members and obtained an agreement with regard to a potential new well site. The property owner approved WCTMA to complete the test well drilling in exchange for one free tapping fee. The test well drilling is scheduled for January 5, 2026. If the test well is successful, then an additional agreement will be negotiated.

Mr. Foltz made a motion, seconded by Mr. Kolb, to pay the bills of the Authority. All voted in favor. Upon motion by Mr. Matthews, the meeting was adjourned at 7:00 p.m. The next meeting of the West Cornwall Township Municipal Authority will be January 6, 2026 at 6:00 p.m.

Respectfully submitted,
Amy B. Leonard, Solicitor