

NORTH CORNWALL TOWNSHIP AUTHORITY
MINUTES

The regular meeting of the North Cornwall Township Authority was held at 7:00PM, December 18, 2013 at the North Cornwall Township Building.

The meeting was called to order. The following members of the Authority were accounted for:

Mssrs: S. Feeman
 C. Brooks
 A. Onushco
 A. Murry
 D. Leiby

Paul Kilgore, Solicitor, Tom Long, Public Works Director and Dale Shope of Gannett Fleming.

The minutes of the meeting of October 16, 2013 were approved.

Mr. Murry presented the interim Treasurer's Report, which was approved. The current bills were approved for payment.

Mr. Feeman reviewed the correspondence as follows:

- September 30, 2013 - Cornwall Boro Quarterly EDU Report
- October 14, 2013 - Letter to the Authority from Cornwall Boro Authority
 Shared cost of TV inspection Snitz Creek Interceptor
- October 15, 2013 - Letter to Keith Corp. from Paul Kilgore, Esq.
 Requirements for line dedication
- October 17, 2013 - Letter to Supervisors from C.M. Brooks, Jr.
 Douglas Leiby recommendation
- October 22, 2013 - E-mail from Gannett Fleming to Paul Kilgore
 BTKD Phases I & II now completed
- October 22, 2013 - Letter to DEP from Gannett Fleming
 Submission of manhole field inspections
- November 1, 2013 - Letter to Blair Companies from C.M. Brooks, Jr.
 Closing BTKD escrow account
- December 11, 2013 - Letter to Authority from Hoaster Gebhard & Co.
 RE: Treasurers Bond renewal
- December 12, 2013 - Letter to the Authority from Paul Kilgore, Esq.
 Legal Services Retainer for 2014
- December 17, 2013 - Letter to the Authority from Tom Long
 Reviewing the Township's Solicitation for engineering and O & M Services
 for 2014, with copies of proposals received
- December 17, 2013 - Copies of Act One & Assoc. selected proposals for Engineering and O & M
 Servcies

Paul Kilgore reviewed the Legal Services proposal for 2014. The proposal was accepted by proper motion unanimously passed. Discussion was held on the need for a revised Lease between the Township and the Authority. To date a meeting has been held to discuss revisions. Additional input is necessary to update the document. On proper motion passed, the Authority authorized the necessary revisions and the forwarding of same to Gannett Fleming for review.

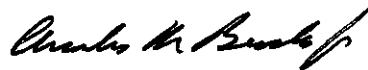
Dale Shope, P.E., of Gannett Fleming (formerly the Authority's Engineer) now successor to Nick Sahn, reviewed the Engineer's Agenda. Discussion was held on the Capacity Fees now charged by the City of Lebanon Authority, and the possibility of adding an Authority administrative fee. The collection and accounting for the fee is currently a complete pass-through to the City Authority. On proper motion passed, Gannett Fleming was authorized to review the matter and make recommendations.

Tom Long reviewed the proposals for engineering and O & M Services to be rendered to the Township. Of the sewer firms solicited, five had maintenance services available on sub-contract. The firm which most closely follows current procedures is Act One and Assoc. for both engineering and O & M services. The Supervisors have selected that firm, with an estimated annual savings of \$10,000 to \$15,000.

The 2014 meeting scheduled was approved for publication, meetings to be every second month beginning in February, on the third Wednesday at 7:00PM in the Township Building.

Meeting adjourned at 7:50PM. The next meeting will be held Wednesday, February 19, 2014, 7:00PM at the Township Building.

Respectfully submitted,



Charles M. Brooks, Jr.
Secretary

CC: All Authority Members
P. Kilgore, Esq.
R. Getz
T. Long
D. Shope
Supervisors