

**South Annville Township, Lebanon County, Authority  
Board Meeting  
1036 Horseshoe Pike  
Lebanon, PA 17042**

**Minutes 11/1/2023**

Patrick Brewer, Chairman

David Greely, Member

Paul Baker, Vice Chairman

Jack Hinton, Treasurer

James Graves, Secretary

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The meeting was called to order by Chairman Brewer at 6:30 P.M. Present were Patrick Brewer, Paul Baker, James Graves, David Greely, Fred and Bradley Weaver of Weaver Accounting, Jeffrey Steckbeck of Steckbeck Engineering, Attorney Eric Gibbson of the Law Offices of Anthony J. Fitzgibbons, and Jeanette Henning of South Annville Township. Treasurer Jack Hinton was excused.

**Minutes of September 6, 2023-** Motion to approve the minutes of the South Annville Township, Lebanon County, Authority Meeting for September 6, 2023 was made by Vice Chairman Baker; second by Secretary Graves. Motion was unanimous.

**Citizens/Public Comments-** No Comments.

**Bookkeeper's Report-**Authority Bookkeeper Fred Weaver presented the financial reports for acceptance which included the following: Invoices paid and pending, Revenues received, Bookkeeper's report fund totals /financial report. Mr. Weaver told the Board that the June 30, 2023, Financial Statement Audit is completed with Audit's opinion being "present fairly, in all material respects" which in layman's terms is a clean audit opinion. Motion to accept the Bookkeeper's Report was made by Secretary Graves; second by Member Greely . Motion was unanimous.

**Prior Business Items-** The water connection for the 328 Reigerts Lane PS is waiting for PA American to give the meter to the contractor for hook-up.

**Engineer's Report-** Jeffrey Steckbeck of Steckbeck Engineering presented an updated sewer system tapping fee study worksheet with new calculations for increasing the current tapping fee. The list of the SATA systems assets and their values, using Act 57, 2003 indexing process was also presented. The current CoLA Capacity Ownership Agreement will expire in 2024. CoLA has agreed to extend the expiration date to any project that has a plan that is substantially advanced into the engineering design process and has been recognized by meeting minutes of the Board of Supervisors and the Planning Commission. Mr. Steckbeck gave the operational status of the SATA pumping stations which are running well with minor maintenance needed.

**Attorney's Report-** Eric Gibbon of the Law Offices of Anthony J. Fitzgibbons reported that he continues to work with Kristen Yeagley on accounts that are delinquent. The accounts that are delinquent (three quarters or more) will continue to get a 30-day letter which notifies the account holder that their water will be shut off and/or a lien will be placed. Attorney Gibbon will use Ms. Yeagley's SATA Summary Report which includes a list of outstanding quarterly sewer invoices as of October 31, 2023, to send the letters.

**Items for Consideration-** Thomas J. Zagami, P.A. representing MFS, presented the Board with an updated potential reassignment of EDUs under the terms of the Sewage Treatment Agreement between CoLA and SAT and the EDU Purchase Agreement between SAT, SATA and MFS. If a December meeting is needed, one will be properly advertised. SATA Bookkeeper Fred Weaver's recommendation of extending by Resolution as of September 6, 2023's meeting, the Sewer Development Agreement between SATA, SAT and South Annville Sewer Partners, LLC for five years with a termination date of January 5, 2029, was met with approval. The submitted quote from Myers Brothers in the amount of \$10,974.61 for the Pumping Station located Rte. #422 was met with favor from the Board. Chairman Brewer presented the Board with SATA Treasurer, Jack Hinton's resignation letter. Chairman Brewer again asked if the Board had any recommendations for candidates to join the Authority.

**ACTION ITEMS**

Motion by Member Greely to Increase the current Tapping Fee of \$3,000 to \$4,500, (by Resolution) beginning January 1, 2024; second by Vice Chairman Baker. Motion was unanimous.

Motion by Vice Chairman Baker to Approve the Myers Brothers quote for the well at Rte. #422's Pumping Station.; second by Secretary Graves. Motion was unanimous.

Motion by Secretary Graves to Approve Authorizing SATA Attorney, Anthony J. Fitzgibbons to prepare EDU Purchase Agreements for current unassigned EDUs that are substantially advanced in order for the process to move forward.; second by Member Greely. Motion was unanimous.

**Bill Payment**

Chairman Brewer called for a motion to pay bills. Vice Chairman Baker moved to pay bills; second by Secretary Graves. Motion was unanimous.

**Adjournment**

Noting the conclusion of current business, Chairman Brewer called for a motion to adjourn. Vice Chairman Baker moved; second by Secretary Graves. Motion was unanimous.

Respectfully Submitted:

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James Graves, Secretary-SATA

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Patrick Brewer, Chairman-SATA