

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

**Minutes 5/4/2022**

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, Jack Hinton, Fred and Bradley Weaver of Weaver Accounting, Kristen Yeagley of Steckbeck Engineering, Anthony Fitzgibbons of the Law Office of Anthony J. Fitzgibbons, Jeanette Henning of South Annville Township. Excused were Member David Greely and Engineer Jeff Steckbeck.

**Minutes of March 2, 2022-** Motion to approve the minutes of the South Annville Municipal Authority Meeting for March was made by Secretary Graves; second by Vice Chairman Baker. Motion was unanimous.

**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 reported that the Loan Repayment Agreement in the amount of \$101,482.13 with South Annville Township is included in the bills to be paid approval list. Mr. Weaver noted that there will be a remaining balance of \$83,766.45 on the loan repayment agreement which is covered by Mayapple Phase 3. Motion to accept the Bookkeeper's Report was made by Secretary Graves; second by Vice Chairman Baker. Motion was unanimous.

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

**Engineer's Report-** Kristen Yeagley presented her SATA Summary Report to the board which included a list of outstanding (at least two quarters in arrears) quarterly sewer invoices as of April 29, 2022, along with notes on additional projects that require connection to the sewer system and invoices that are billed in accordance with the SATA's 90 day wait period. Ms. Yeagley also gave some bullet points that Authority Engineer Jeff Steckbeck prepared which included the operational status of the SATA pumping stations which are all running well with some minor routine maintenance required. The Chapter 94 Municipal Waste Load Management Annual Report is being reviewed by DEP and approval is anticipated within the next two months. Steckbeck Engineering continues to work with Attorney Fitzgibbons and Accountant Weaver to bring the delinquent accounts current. There was a brief discussion on the availability of EDUs.

**Attorney's Report**- Anthony Fitzgibbons of the Law Office of Anthony J. Fitzgibbons gave an in-depth report on thirty day and lien letters that were sent. Attorney Fitzgibbons asked board members' permission to allow his office to refer any calls for current payment amounts due to Fred Weaver of Weaver Accounting. Attorney Fitzgibbons also alerted the board to some issues with title searches that are being completed by companies that are not picking up on liens that are filed. To discuss a situation dealing with personal residential account information, Attorney Fitzgibbons recommended going into an Executive Session. Chairman Brewer moved to go into an Executive Session. After discussion, Chairman Brewer moved to come out of the Executive Session.

**ACTION ITEMS**

Motion by Vice Chairman Baker to make a payment of \$101,482.13 in accordance with the Loan Repayment Agreement with South Annville Township; second by Treasurer Hinton. Motion was unanimous.

**Bill Payment**

Chairman Brewer call for a motion to pay bills. Vice Chairman Baker moved to pay bills; second by Treasurer Hinton. Motion was unanimous.

**Adjournment**

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

Respectfully Submitted:

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James Graves, Secretary  
South Annville Township Authority

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Patrick Brewer, Chairman  
South Annville Township Authority