

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

Minutes 1/3/2024

Patrick Brewer, Chairman

David Greely, Member

Paul Baker, Vice Chairman

James Graves, Secretary

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 Gibson of the Law Offices of Anthony J. Fitzgibbons, Jeanette Henning of South Annville Township and others.

Minutes of December 6, 2023- Having received no additions or corrections, Vice Chairman Baker motion to approve the minutes of the South Annville Township, Lebanon County, Authority Meeting for December 6, 2023, as written; seconded by Secretary Graves. Motion carried unanimously.

Citizens/Public Comments- None.

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 informed the Board that CoLA is increasing their rates, which will result in an increased cost of approximately \$5.50 per single EDU customer per quarter. Motion to accept the Bookkeeper's Report as submitted was made by Member Greely; seconded by Vice Chairman Baker. Motion carried unanimously.

Engineer's Report- Jeffrey Steckbeck of Steckbeck Engineering presented the operational status of the SATA pumping stations which are running well. The Reigerts Lane PS and the Rte. 422 PS status hasn't changed from the December meeting minutes. Projects requiring connections to the sewer system are Southgate, Garman Legacy/Candler's Pointe, and Carmany Place LLC.

Attorney's Report- Eric Gibson 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 Gibson will use Ms. Yeagley's SATA Summary Report which includes a list of outstanding quarterly sewer invoices as of December 31, 2023, to send the letters. The Resolution to approve extending the Sewer Development Agreement between SATA, SAT and South Annville Sewer Partners, LLC for a period of five years is ready for approval, as is the Rate Resolution to implement increased tapping and permit application fees effective January 1, 2024.

Items for Consideration- Because of Jack Hinton's earlier resignation as SATA's Treasurer, the Board will require another signer on all banking accounts until a new Treasurer is appointed.

ACTION ITEMS

Motion by Secretary Graves to Approve Resolution 2023-09-06 extending the Sewer Development Agreement Between SAT, SAT and South Annville Sewer Partners, LLC for a period of five years.; seconded by Vice Chairman Baker. Motion carried unanimously.

Motion by Secretary Graves to Approve Resolution 2024-01-03 establishing rates and fees effective January 1, 2024.; seconded by Vice Chairman Baker. Motion carried unanimously.

Motion by Chairman Brewer to Authorize Vice-Chairman Baker to be a signer on SATA's checking account and remove Jack Hinton as a signer.; seconded by Member Greely. Motion carried unanimously.

By consensus the Board agreed to have Chairman Brewer sign documents to authorize a transfer from one SATA bank account to another.

Bill Payment

Chairman Brewer called for a motion to pay bills. Vice Chairman Baker moved to pay bills; seconded by Member Greely. Motion carried unanimously.

Adjournment

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

Respectfully Submitted:

James Graves, Secretary-SATA

Patrick Brewer, Chairman-SATA