

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

**Minutes 12/6/2023**

Patrick Brewer, Chairman

David Greely, Member

Paul Baker, Vice Chairman

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, Kristen Yeagley of Steckbeck Engineering, Attorney Eric Gibson of the Law Offices of Anthony J. Fitzgibbons, Chairman of the Board of Supervisors for SAT, Dale Hoover and Jeanette Henning of South Annville Township.

**Minutes of November 1, 2023**- Motion to approve the minutes of the South Annville Township, Lebanon County, Authority Meeting for November 1, 2023, was made by Member Greely; second by Vice Chairman Baker. 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. Motion to accept the Bookkeeper's Report was made by Member Greely; second by Vice Chairman Baker. Motion was unanimous.

**Engineer's Report**- Kristen Yeagley of Steckbeck Engineering presented SATA Engineer Jeffrey Steckbeck's operational status of the SATA pumping stations which are running well with minor maintenance needed. The Reigerts Lane PS status hasn't changed from the November meeting's minutes. The Rte. 422 PS well has been drilled by Myers Brothers, and L&N Zimmerman Boring has been scheduled to drill a water lateral from the well to the PS and through the concrete wall. Once this is completed, a pressure tank will be installed, electrical service will be established in preparation of having a sink & faucet installed. The PS located on Locust Road and Mayapple Woods are running well with anticipated routine maintenance (wear and tear) work for 2024 on all PS. Projects requiring connections to the sewer system are Southgate, Garman Legacy/Candler's Pointe, and Carmany Place LLC. With Southgate and Carmany Place being far enough along in the process to be sufficient for acquiring EDUs from CoLA. Garman Legacy/Candler's Pointe will need to purchase EDUs at full capacity under the standard CoLA process and procedures. As of tonight's meeting, all available SATA EDUs have been allocated. The 2023 Chapter 94 Report will be completed by March 2024. When completed it will give Mr. Steckbeck an idea if any additional EDUs (by virtue of recycling) are available for the SATA Board to allocate.

**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

**Attorney's Report continued-** will use Ms. Yeagley's SATA Summary Report which includes a list of outstanding quarterly sewer invoices as of December 1, 2023, to send the letters. Work continues on the Rate Resolution and the already passed Memorialization Resolution (September 2023) to approve extending the Sewer Development Agreement between SATA, SAT and South Annville Sewer Partners, LLC for a period of five years.

**Items for Consideration-** Thomas J. Zagami, P.A. representing MFS, Inc., presented the Board with a draft of an Equivalent Dwelling Unit Consignment Agreement regarding potential reassignment of CoLA EDUs. After a lengthy discussion Chairman Brewer called for an Executive Session to discuss with Board members the fee provisions and indemnification clause of the agreement draft. When back in session, Attorney Zagami told the Board that he will take SATA's suggested changes of the draft to the MFS Board. Attorneys Anthony Fitzgibbons and Eric Gibson will prepare a SATA Agreement Draft. Attorney Zagami thanked the Board for their consideration in this matter.

### **ACTION ITEMS**

Motion by Chairman Brewer to move into Executive Session to discuss the Equivalent Dwelling Unit Consignment Agreement with a return to the Regular Session; seconded by Secretary Graves. Motion was unanimous.

Motion by Secretary Graves to Approve SATA Attorneys Fitzgibbons and Gibson to Draft an Equivalent Dwelling Unit Consignment Agreement.; seconded by Vice Chairman Baker. Motion was unanimous.

Motion by Secretary Graves to Authorize Chairman Brewer to sign the Equivalent Dwelling Unit Consignment Agreement Draft.; seconded by Vice Chairman Baker. Motion was unanimous.

### **Bill Payment**

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

### **Adjournment**

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

Respectfully Submitted:

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James Graves, Secretary-SATA

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Patrick Brewer, Chairman-SATA