

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

**Minutes 11/3/2021**

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, Jim Graves, Paul Baker, Fred and Bradley Weaver of Weaver Accounting, Anthony Fitzgibbons of the Law Office of Anthony J. Fitzgibbons, Kristen Yeagley of Steckbeck Engineering, Jeanette Henning South Annville Township. Excused were Member David Greely, Treasurer Jack Hinton along with Engineer Jeffrey Steckbeck.

**Minutes of September 1, 2021**- Motion to approve the minutes of the South Annville Municipal Authority Meeting for September was made by Vice Chairman Baker; second by Secretary Graves. Motion passed 3-0.

**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 Secretary Graves; second by Vice Chair Baker. Motion passed 3-0.

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

**Engineer's Report**- Kristen Yeagley of Steckbeck Engineering presented the board with a list of outstanding quarterly sewer invoices as of October 31, 2021, 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.

**Attorney's Report**- Anthony Fitzgibbons of the Law Office of Anthony J. Fitzgibbons updated the board of the following: He will work with Kristen Yeagley of Steckbeck Engineering to address the list of outstanding quarterly sewer invoices to bring their payments to a current status. The Sewer Extension/Connection – Developers Agreement between SATA and NP South Annville, LLC is ready for the Board to grant approval to send to NP South Annville, LLC for consideration.

**ACTION ITEMS**

Motion by Secretary Graves to approve the hiring of Jeanette Henning of SAT to prepare and process the Authority minutes per meeting, along with updating the web-site agenda posting as per Act 65 and respond to the PA 811 Tickets; second by Vice Chairman Baker. Motion passed 3-0.

Motion by Secretary Graves to send the Sewer Extension/Connection-Developers Agreement to NP South Annville, LLC; seconded by Vice Chairman Baker. Motion passed 3-0.

By common consent, the Board agreed to authorize South Annville Township to advertise the following SATA meeting dates for the year 2022: January 5, March 2, May 4, July 6, September 7, and November 2.

**Adjournment**

Noting the conclusion of current business, Chairman Brewer called for a motion to adjourn. Secretary Graves moved; seconded by Vice Chairman Baker the motion to pay bills and adjourn. Motion passed 3-0.

Respectfully Submitted:

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James Graves, Secretary  
South Annville Township Authority

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Patrick Brewer, Chairman  
South Annville Township Authority