

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

Minutes 11/2/2022

Patrick Brewer, Chairman

David Greely, Member

Paul Baker, Vice Chairman

Jack Hinton, Treasurer

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

Minutes of September 7, 2022- Motion to approve the minutes of the South Annville Township, Lebanon County, Authority Meeting for July 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 continued with a report on the Ready to Serve charge. His recommendation is that the Ready to Serve charge be eliminated with a Resolution to change the Ready to Serve rate to zero. Motion to accept the Bookkeeper's Report was made by Vice Chairman Baker; second by Treasurer Hinton. Motion was unanimous.

Citizens/Public Comments- No Public Comments

Engineer's Report- Jeffrey Steckbeck of Steckbeck Engineering presented Kristen Yeagley's SATA Summary Report to the board which included a list of outstanding quarterly sewer invoices as of October 31, 2022, and invoices that are billed in accordance with the SATA's 90 day wait period. Mr. Steckbeck gave the operational status of the SATA pumping stations which are running smoothly with maintenance repairs of replacement ventilator fans at Locust Road and Reigerts Lane stations and replacement of alarm batteries for all stations. Mr. Steckbeck presented the Board with shop drawing reviews for the new piping and manholes that were installed in the Wynfield Development. The Eagle Point/North Point Project installed their own grinder pump in the middle of their site and the project is halfway finished with installation of gravity lines to be completed by the end of this year.

Attorney's Report- Anthony Fitzgibbons of the Law Office of Anthony J. Fitzgibbons reported to Chairman Brewer that he continues to work with Kristen Yeagley on accounts that are delinquent. When an account is delinquent (three quarters or more) a 30-day letter will be sent notifying the account holder that the water will be shut off and/or a lien will be placed. The list of delinquent accounts continues to diminish. Work on drafting Sewer Capacity Reservation Agreements continues.

ACTION ITEMS

Motion by Vice Chairman Baker to Adopt a Resolution to reduce the Ready to Serve fee to zero.; second by Secretary Graves. Motion was unanimous.

Bill Payment

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

Respectfully Submitted:

James Graves, Secretary-SATA

Patrick Brewer, Chairman-SATA