

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

Minutes 5/3/2023

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

Minutes of March 1, 2023- Motion to approve the minutes of the South Annville Township, Lebanon County, 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. No forward movement on purchasing any Certificates of Deposits at this time. Motion to accept the Bookkeeper's Report was made by Secretary Graves; second by Vice Chairman Baker. Motion was unanimous.

Citizens/Public Comments- No Comments

Prior Business Items- An update on the 2nd request for an extension of the January 5, 2004, Sewage Treatment Agreement with the City of Lebanon Authority (CoLA) submitted by South Annville Township was given. CoLA has rejected the extension request but will continue to work with the Township on the assignment of remaining capacity prior to expiration of the agreement. Plans are in the making to meet later this year to discuss developments, approved plans, assigned capacity, and how the process will proceed.

Engineer's Report- Jeffrey Steckbeck of Steckbeck Engineering gave the operational status of the SATA pumping stations which are running smoothly with some check valve rebuilds. The Reigerts Lane pumping station does not currently have water service. A quote from B.R. Kreider & Sons, Inc. to install the water service is \$11,025.00. Mr. Steckbeck said that there were no DEP comments on the submitted Chapter 94 Reports. The pump station for the DHL warehouse has been constructed and the sewer mapping has been updated. Mr. Steckbeck shared with the Board a draft of a Memorandum of Understanding Mutual Aid/Sharing of Municipal and Private Resources which was prepared by Attorney Anthony J. Fitzgibbons. The proposed Memorandum is made by the following parties: West Cornwall Township Municipal Authority (WCTMA); South Annville Township, Lebanon County, Authority (SATA); and Municipal & Authority Support Services, LLC (MASS).

Attorney's Report- Anthony J. Fitzgibbons of the Law Office 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 Fitzgibbons and Mr. Steckbeck continued the discussion about the MOU explaining the resources to be acquired and shared; method of acquisition, ownership, and maintenance responsibilities; disposition, sale or disposal of resources; termination of partnership; obligations of parties; joint responsibilities; limitations; term; indemnification; applicable law; forum, dispute resolution; notice; joint drafting; entire agreement; and successors; and assigns.

ACTION ITEMS

Motion by Vice Chairman Baker to Approve installing water service at the Reigerts Lane Pumping Station.; second by Member Greely. Motion was unanimous.

Motion by Secretary Graves to Approve the Tentative MOU Draft; second by Vice Chairman Baker. Motion was unanimous.

Bill Payment

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