

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

**Minutes 7/5/2023**

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, Paul Baker, James Graves, David Greely, Fred and Bradley Weaver of Weaver Accounting, Jeffrey Steckbeck of Steckbeck Engineering, Attorney Eric Gibson of the Law Office of Anthony J. Fitzgibbons, and Jeanette Henning of South Annville Township. Treasurer Jack Hinton was excused.

**Minutes of May 3, 2023**- Motion to approve the minutes of the South Annville Township, Lebanon County, Authority Meeting for May 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 also presented an analysis of potential sewer rate reductions and informed the board that Light-Heigel & Assoc., has raised their inspection fee for new sewer connections from \$75.00 to \$90.00. Motion to accept the Bookkeeper's Report was made by Vice Chairman Baker; second by Secretary Graves. Motion was unanimous.

**Citizens/Public Comments**- No Comments, however, Attorney Thomas J. Zagami P.A., of PK Law, presented the Board with information about Charter Homes & Neighborhoods. A company who is interested in developing in South Annville Township.

**Prior Business Items**- Attorney Fitzgibbon's office is working on completing the Memorandum of Understanding Mutual Aid/Sharing of Municipal and Private Resources Draft. The Reigerts Lane Pumping Station will need a special part for completing the water connection.

**Engineer's Report**- Jeffrey Steckbeck of Steckbeck Engineering gave the operational status of the SATA pumping stations which are running well. Mr. Weaver volunteered to go with Mr. Steckbeck to do some cleanup around the pumping stations. Warehouses are connected, inspection to Wynfield Phase I, has been performed. Currently sewer capacities are at the max, with every year some recycling of EDU's as they become available.

**Attorney's Report**- Eric Gibson 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 Gibson used Ms. Yeagley's SATA Summary Report which includes a list of outstanding quarterly sewer invoices as of June 30, 2023, to send the letters. Approval to amend the reservation of sewer capacity agreements relating to Garman's Candler Pointe and the project located at the South Side of Reigerts Lane.

**ACTION ITEMS**

Motion by Secretary Graves to Approve returning the escrow deposit of \$5,000.00 to The Hershey Company's, BETA Project Developers Agreement.; second by Member Greely. Motion was unanimous.

Motion by Secretary Graves to Approve Renewing the Winter-Engine Generator Service Incorporated's Preventative Maintenance Agreement for Diesel Generators at all four pump stations.; second by Member Greely. Motion was unanimous.

Motion by Secretary Graves to Amend the Reservation of Sewer Capacity Agreements for both Candler's Pointe and the project at the South Side of Reigerts Lane.; 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 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 Baker. Motion was unanimous.

Respectfully Submitted:

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James Graves, Secretary-SATA

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Patrick Brewer, Chairman-SATA