

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

**Minutes 3/06/2024**

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, Jeffrey Steckbeck of Steckbeck Engineering, Attorney Eric Gibson of the Law Offices of Anthony J. Fitzgibbons, Jeanette Henning of South Annville Township and others.

**Minutes of January 3, 2024**- Having received no additions or corrections, Vice Chairman Baker motion to approve the minutes of the South Annville Township, Lebanon County, Authority Meeting for January 3, 2024, as written; seconded by Member Greely. Motion carried unanimously.

**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 as submitted was made by Member Greely; seconded by Vice Chairman Baker. Motion carried unanimously.

**Citizens/Public Comments**- None.

**Prior Business Items**- The Reigerts Lane Pumping Station application for connection was resubmitted due to a change in staff at Pennsylvania American Water. The Rte. 422 PS continues to be a work in progress. The CoLA Board has accepted the Sewer Capacity Assignment Report as presented. The status of the consignment agreement consigning MFS' CoLA treatment of EDUs to SATA has not been resolved as of this meeting. Vice Chairman Baker was added as a signer on the Authority's bank accounts.

**Engineer's Report**- Jeffrey Steckbeck of Steckbeck Engineering presented the operational status of the SATA pumping stations which are running well. Mr. Steckbeck provided the Board with a handout of the Chapter 94 Municipal Waste Load Management Annual Report which is submitted to PA DEP. Mr. Steckbeck gave an in-depth explanation of this report along with Attachment B, which is the Chart of Growth showing developments that have occurred or are occurring. The report also includes where the Authority stands with connections to date. The Chapter 94 Report also included Attachment C which is a supplemental information worksheet that has the number of connections anticipated in the next five years.

**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 will use Ms. Yeagley's SATA Summary Report which includes a list of outstanding quarterly sewer invoices as of March 1, 2024, to send the letters. Attorney Gibson informed the Board that the 30-day letters are proving to be successful.

**Items for Consideration-** The Board will revisit the Escrow Account Agreement with MFS when Attorney Tom Zagami speaks with his Board. Engineer Steckbeck will prepare an application for SATA to present to South Annville Partners LLC (Southgate) for a DEP Part 2 Permit. The process of purchasing a portable sewer pump per the Partnership Agreement with WCTMA and MASS LLC. is ready for acquiring price quotes.

**ACTION ITEMS**

Motion be Secretary Graves to Authorize Chair Brewer to sign the Chapter 94 Report.; seconded by Member Greely. Motion carried unanimously.

Motion by Member Greely to Authorize SATA Engineer Jeff Steckbeck to acquire quotes from CoStars for the purchase of a portable sewer pump.; seconded by Secretary Graves. Motion carried unanimously.

**Adjournment**

Noting the conclusion of current business, Chairman Brewer called for a motion to pay bills and adjourn. Vice Chairman Baker moved; seconded by Member Greely. Motion carried unanimously.

Respectfully Submitted:

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James Graves, Secretary-SATA

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Patrick Brewer, Chairman-SATA