

**TOWNSHIP OF DERRY
BOARD OF SUPERVISORS MEETING**

Tuesday, December 16, 2014
600 Clearwater Road, Hershey, Pennsylvania 17033

CALL TO ORDER

The December 16, 2014 Township of Derry Board of Supervisors meeting was called to order at 7:00 p.m. by John W. Foley, Jr., Chairman.

ROLL CALL

Supervisors Present:

Sandy A. Ballard
Justin C. Engle, Secretary
John W. Foley, Jr., Chairman
Marc A. Moyer, Vice-Chairman
Matthew A. Weir

Also Present:

Matt Bonanno, HRG Engineer
Bob DiLello, Fire Company
Barbara S. Ellis, Director of Hershey Public Library
Charles Emerick, Director of Community Development
Jill Henry, Assistant Township Manager
Matt J. Mandia, Director of Parks and Recreation
James N. Negley, Township Manager/Township Treasurer
Patrick O'Rourke, Chief of Police
Robert Piccolo, Assistant Director of Public Works
Terry M. Weinhold, Manager of Accounts Payable & Accounts Receivable
Jon Yost, Solicitor
Brenda Van Deursen, Recorder

Public Present: Massimo Risotto, Anne Newman, Chris Brown, Elvira Ebling, George Haverstraw, Kenny Hinebaugh, Glen Foster, Chris Shelly, Amy H., Mary Suminski, Sarah Suminski, J. Pascotti

Chairman Foley advised that all public meetings are recorded for providing accurate minutes.

Chairman Foley announced that the Board of Supervisors met in executive session to discuss land, legal, and personnel matters.

Chairman Foley acknowledged that Rep. Mauree Gingrich is in attendance tonight.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Glen Foster, Southpoint Meadows Development - Mr. Foster noted that one of the agenda items tonight is the bike crossing study. There are 1200+ single family units in the developments in the area south of Indian Echo Caverns and the west side of Middletown Road. He and his wife presented on this topic before including presenting a petition that was signed by 38 residents in

the Southpoint Meadows development. Mr. Foster asked the Board to act positively on the completed bike crossing study and make a safe crossing of Middletown Road a reality.

APPROVAL OF MINUTES

Chairman Foley called for a motion to approve the Minutes of the November 25, 2014 Board of Supervisors meeting. Supervisor Engle made a motion to approve the Minutes. Supervisor Weir seconded. *The motion carried, 5-yes 0-no.*

Chairman Foley called for a motion to approve the Minutes of the December 2, 2014 Board of Supervisors meeting. Vice-Chairman Moyer made a motion to approve the Minutes. Supervisor Weir seconded. *The motion carried, 5-yes 0-no.*

NEW BUSINESS

A1-2 Introduction and Oath of Office for the hiring of Nicholas K. Kauffman and Elliot M. Keller to the rank of Police Officer.

Patrick O'Rourke, Chief of Police – Chief O'Rourke introduced Nicholas Kauffman and Elliot Keller.

Nicholas Kauffman previously worked for the Harrisburg International Airport Police Department and has been one of our Civilian Service Officers since May of 2012. He is from South Londonderry Township, Lebanon County, and graduated from Palmyra High School. He is a 2012 graduate with his Bachelor's Degree in Criminal Justice from Shippensburg University. Officer Kauffman attended the Municipal Police Academy and graduated with his Act #120 Certification in May 2013.

Elliot Keller previously worked for the Philadelphia City Police Department walking a foot beat in the 22nd Precinct. He is from Palmyra and graduated from Lebanon Catholic High School. He is attending University Park and is just a few credits away from receiving a Bachelor's Degree in Criminal Law and Justice. Officer Keller attended the Philadelphia City Police Academy and graduated with his Act #120 Certification in February 2014.

Chairman Foley gave the Oath of Office and swore in Officers Nicholas K. Kauffman and Elliot M. Keller to the rank of Police Officer.

B1-20 Presentation by HRG of the Middletown Road Bicycle and Pedestrian Trail Crossing Study.

Matt J. Mandia, Director of Parks and Recreation – HRG was authorized to conduct a study to evaluate the feasibility of various alternatives in order to provide a bicycle and pedestrian crossing on Middletown Road. The study evaluated 4 very specific alternatives: 1) Crossing at the intersection of Middletown Road and Grove Street and to provide a connection along the west side of Middletown Road to the privately owned road; 2) A mid-block crossing south at Grove Street directly across from the privately owned roadway; 3) Crossing at the intersection of Middletown Road and Gramercy Place (south) which is the entrance to the Madison Heights residential community; 4) Crossing at the intersection of Middletown Road and Deer Run Drive/Stoverdale Road intersection.

Matt Bonanno, HRG and Eric Stump, Traffic Engineer, HRG – For each alternative, HRG looked at engineering judgment, sight distance, cost alternatives, PennDOT standards, and the ability to

obtain right-of-ways for each of the crossings. Mr. Mandia worked very hard coordinating and meeting with each of the property owners along this stretch of the highway and his information was incorporated into HRG's report. Middletown Road is a PennDOT road and anything the Board would decide to move forward on would need to be approved by PennDOT. The first part of the scope was to do pedestrian counts. This was done on Saturday, October 18 from approximately 9:00am to 1:00pm. In that timeframe, we counted 20 pedestrians and 14 bicyclists.

Mr. Stump said they looked at the feasibility and the safety of each of the four alternatives. He explained each alternative and shared any concerns.

- 1) Crossing at the intersection of Middletown Road and Grove Street – Had adequate sight distance, but one of the challenges is the stone wall on the west side of Middletown Road which would make it a challenge to get a full shared use path, off road. Having bicyclists that close to the line of the traffic and speed of traffic are a safety concern. The other concern they had was the use of this path which is actually a construction access to the residential development that is currently under construction. The property owner that would be involved indicated that they would not consider an easement or right-of-way for a share use path.

Vice-Chairman Moyer said there was some discussion about a protected bike path on Middletown Road and he wondered if that was addressed in the alternative. Mr. Stump said they considered that. The bicyclists should go in the same direction as the vehicular traffic which would require a second crossing location which is another area the drivers would have to heed to and riding on the shoulder of the road is not safe.

- 2) A mid-block crossing south at Grove Street directly across from the privately owned roadway (south of stone road or crossing at the private road) – The sight distance meets the minimum for 35mph in both directions, but it did not exceed by that much. Crossing to Grove Street or further to the south gave more available sight distance. The property owners on the west side of the road were not willing to discuss the possibility of granting an easement there. They were concerned about noise and the impact to the value of their property. If they went further south right at the access drive, the sight distance there is good looking to the north, but deficient looking to the south. They would have to re-grade to fix the sight distance. The concern is having the mix of the construction vehicles with the bikes and pedestrians.
- 3) Crossing at the intersection of Middletown Road and Gramercy Place (further to the south) – A pedestrian crossing along the north side of the intersection would provide adequate sight distance for pedestrians and motorists in both directions. It would be best to keep the trail as far from Middletown Road as practical. The property owners would consider granting an easement or right-of-way for a shared use path to determine the appropriate alignment. Two alternatives have been identified for the connection along the Madison Heights property from the western end of the Middletown Road crossing to the existing Deer Run Development Trail. This also should be discussed further with the property owner to minimize impact of their property. The crossing should be striped with high visibility markings and signed appropriately. A flashing warning light should be activated automatically when pedestrians are present to alert motorists.

Supervisor Engle asked why they had to go to the north side to do the crosswalk. Mr. Stump answered that the sight distance was better looking to the north. Once you got down to the south side of the intersection, you start to get around the bend a little bit and you don't have as much sight distance looking back to the north.

4) Crossing at the intersection of Middletown Road and Deer Run Drive/Stoverdale Road intersection – This alternative is not recommended due to challenges crossing Wood Road.

Mr. Stump said HRG's recommendation would be Alternative 3 staying on the east side of Middletown Road.

Discussion:

Chairman Foley asked Chris Brown, planner for Hershey, if he had any questions or input related to this. Mr. Brown referred to the questions Supervisor Engle had about the north side of the intersection. If you make a left turn heading north on Middletown Road, that crosswalk is further away which gives you a better sight distance and reaction time. On the south side, you make a right out of that intersection the tendency is to look left to make sure no cars are coming and you go right over the crosswalk. The northbound traffic on Middletown Road and making a left into Gramercy Place there is no direct conflict with that crosswalk. All along Madison Heights there is a wonderful asphalt pedestrian trail that will connect at that north corner.

Mr. Mandia has reached out to the owners of the land and they are receptive to a discussion regarding the potential paths. Vice-Chairman Moyer asked in respect to Alternative 2, if the sharing of the road did not exist would Alternative 2 and 3 be equal in terms of viability. Mr. Brown said he would still lean on Alternative 3 for the directedness of it and for the ability to shift the decision point back the path further. Mr. Stump added that PennDOT does not like to have mid-block crossings. Alternative 2 would still be considered a mid-block because it is not a public roadway. Otherwise, they are pretty comparable from a safety standpoint and sight distance if you fix the embankment looking to the south.

Mr. Bonanno added that they looked at this study to what is current today. In the future, the Wood Road reconnection may come to Gramercy Place through the 322 study that was done a number of years ago. Looking at this recommendation both now and in the future, it makes the most sense if Wood Road does come and connect to Gramercy Place south.

Some of the treatments that will happen regardless of any of the four alternatives include for the high visibility crossing, crosswalk raised, signage, signalized Gramercy Place, signage with flashing beacon and pedestrian lighting where lights in the street are activated with the presence of a pedestrian.

Supervisor Ballard asked what the cost would be for the signs with the solar lights. Mr. Bonanno said approximately \$15,000.

Solicitor Yost suggested consideration be given in making some adjustments in trying to stick to the boundary lines of the property as much as possible. Most of the time there are setbacks that they have to keep available and in the past we have traded off contractually. Solicitor Yost said if you cut through the middle of the property or the corner there would be a concern of what the remaining part of that piece of land could be used for. We have to be aware of this when we are doing the planning. Solicitor Yost asked Mr. Emerick if anything was ever recorded on the

development that was proposed with the church. Mr. Emerick said it is still active under the permit extension act, but it is not recorded. Solicitor Yost said at the rear of that parcel you could come out to almost where the traffic signal is at the foot of the hill. Mr. Emerick said that development was proposed in essence of the relocation of Wood Road behind it. Solicitor Yost said the other parcel to the north (east side of Middletown Road) there was some preliminary discussion about the developer providing something for us and that could possibly be a walking/bike path on the west side of their property adjacent to Middletown Road if it is not going to affect their future development. Mr. Mandia said the property owner had given the easement for the trail that runs parallel to Grove Street that terminates at the pavilion. The owner may be opened to the frontage of Middletown and possibly along the backside.

Supervisor Engle asked about the timing if we would move forward. Mr. Bonanno said the design process may take 3-4 months and the permit process is another 3-4 months which would be 6-8 months.

Mr. Bonanno suggested the Board select the alternative and then HRG would write a proposal to do the survey, design, and then permitting. He recommended that Mr. Mandia stay in touch with the property owner(s) and work through the necessary easements with them.

Solicitor Yost suggested the Board pick the alternative they think is the best and then figure out what land acquisition you need before you proceed with designing, etc.

Mr. Bonanno said HRG will do the scope and hold the scope until after Mr. Mandia had the conversation with the property owner(s) and then HRG would finalize the scope and bring before the Board for approval.

The Board of Supervisors directed the staff in conjunction with HRG, the Township Engineer, to move forward with Alternative 3.

C1-11 Waiver from filing a land development plan, as requested by 169 Chocolate Group, LLC.

Supervisor Engle said he does not have a conflict currently with this agenda item; however, it is possible a conflict could arise with the tenant that is the subject of this applicant's request where Supervisor Engle would have a financial interest in the future. For this reason, Supervisor Engle recused himself from voting on this item and will not be participating in any discussion.

Charles Emerick, Director of Community Development –This request is for relief from processing a land development plan and is in association with the redevelopment of the post office tract owned by 169 Chocolate Group, LLC. The property is located within the Village Core zoning district and is partially overlaid by the Chocolate Avenue Preservation overlay district. They plan to begin with restoration and possible expansion with the 3rd floor of the existing stone building. During this phase, the owner would like the tenants to vacate the building for the ease of reconstruction. The building has 3 tenants: Hershey Laundry, Capital Construction Management, and the U.S. Postal Service. Both the Hershey Laundry and Capital Construction will seek temporary relocation elsewhere, but the U.S. Postal Service will relocate their distribution facilities, but wishes to have their retail presence remain in the center of the Village.

The developer provided two sketches showing possible locations of one temporary modular structure to house the post office. Both sketches show improvements outside of the Chocolate

Avenue Preservation overlay district. Mr. Emerick said he is comfortable in allowing the developer some flexibility in the general location following either option. Due to two of the tenants finding alternative relocation and the post office distribution facility being removed from the property, there will be a lessened traffic impact. There should not be an issue with parking even during construction when they will be fencing off part of this property.

The developer will need to process a land development plan for future improvements proposed on the property. This is the first phase in the redevelopment of the property. Mr. Emerick reviewed his suggested conditions to the request.

Supervisor Ballard asked about the smooth path up to the driveway entrance and thought it should go up to the door. Mr. Emerick will make that revision. Supervisor Ballard asked that the modular has the appropriate look including signage.

Kenny Hinebaugh, Evans Engineering on behalf of 169 Chocolate Group – Mr. Hinebaugh said the modular that is going to be placed temporary on the property is a commercial style modular unit. It will not be like a construction trailer. They will go through the permitting process for the signage. The Post Office requested they stay in the downtown area to keep their presence and that is why the Chocolate Group came up with this alternative approach. The issue that had risen for a temporary structure by building code is it can only stay up for 180 days and with the renovations and permitting processes, we don't feel the 180 days will be kept. The modular will be considered a permanent structure and all the building codes apply including signs and ADA access. Mr. Emerick added that they still have to comply with our zoning regulations.

Motion: A motion made by Supervisor Ballard and seconded by Supervisor Moyer that a waiver is granted from Sections 185-5.A and 185-5.B of the Derry Township Subdivision and Land Development Ordinance to not require 169 Chocolate Group, LLC to file a land development plan with Derry Township for the installation of a temporary modular unit at 50 North Linden Road, subject to the following conditions:

- a. That the financial security is provided to the Township prior to permit issuance to ensure that the temporary structure is removed from the property within 2 years of the issuance of its Certificate of Occupancy; or that an acceptable land development plan is approved for the retention of the structure.
- b. That the temporary structure is connected to public water and sewer facilities.
- c. That lighting for the safety of the visitors to the property, meeting the minimum standards of the Subdivision and Land Development Ordinance, is provided on the site.
- d. That all signage associated with the temporary structure is properly approved and permitted.
- e. That the temporary structure is put to no other commercial use than that which is noted with this waiver request.
- f. That an equal amount of impervious area is removed from the property within the same drainage area as that of any impervious area that is added to the property.
- g. That the developer retains the trees on the site.
- h. That the developer provide a smooth, walkable path meeting the ADA standard to the temporary structure's doorway entrance prior to the issuance of a Certificate of Occupancy for the temporary structure.
- i. That the developer provides proof to the Township prior to entering the lease that the tenant was notified of the terms of the agreement.
- j. That the term of the lease for the tenant is limited to 2 years.

- k. That the temporary structure is removed within 30 days of vacancy,

The motion carried, 4-yes 0-no -1 abstention.

D1-28 Consideration of Resolution No. 1413, which would revise certain fees and restate other fees for building permits and zoning permits, and amend and establish other miscellaneous fees and charges for services provided by Community Development personnel.

Charles Emerick, Director of Community Development – This will make the sixth amendment to our fee schedule since we condensed it all into one resolution. The main purpose of this agenda item is to address an alteration in the third party SEO fees that we were informed of for next year. One of the Board members had a concern that maybe the rest of the fees should have a little bit more scrutiny. Although the fee schedule this evening should be adopted, we will probably be revisiting some other fees in January or February.

Motion: A motion made by Supervisor Ballard and seconded by Supervisor Engle that Resolution No. 1413, which would revise certain fees and restate other fees for building permits and zoning permits, and amend and establish other miscellaneous fees and charges for services provided by Community Development personnel, is hereby approved. ***The motion carried, 5-yes 0-no.***

E1-10 Authorization to accept a proposal from Herbert, Rowland & Grubic, Inc. to provide professional and related project services for the Chocolate Avenue Streetscape Improvements.

James N. Negley, Township Manager/Township Treasurer – The scope of service from HRG provides a pre-design concept plan, funding assistance, and a value engineering effort to finalize improvements on Chocolate Avenue from Hockersville Road to Mansion Road and develop a refined cost estimate. The scope is in the amount of \$42,395.00 and the Township intends to seek a Dauphin County Infrastructure Loan to pay the costs of the scope of services.

Supervisor Weir asked when we would see the master plan for downtown. A copy of the master plan will be sent to Manager Negley who will copy and forward to the Board. Supervisor Engle asked Mr. Brown if he had a chance to review this proposal and he did.

Supervisor Ballard said the scoping on page E2 of the handout mentions looking at the landscape center islands with lighted bollards from Hockersville Road to Orchard Road. She doesn't know if that is a done deal, but she would like to get more public input on whether or not lighted bollards is something the public thinks would be good.

Motion: A motion made by Supervisor Engle and seconded by Supervisor Ballard that the Township Manager may execute an agreement with Herbert, Rowland & Grubic, Inc. to provide professional and related project services for the Chocolate Avenue Streetscape Improvements, is hereby approved. ***The motion carried, 5-yes 0-no.***

F1-7 Authorization to accept a proposal from Herbert, Rowland, & Grubic, Inc. to provide professional and related project services for a Corridor Transportation Evaluation for Route 322.

James N. Negley, Township Manager/Township Treasurer – This scope will provide engineering services in responses to concerns voiced by the Township and PENN State Hershey Medical Center regarding traffic congestion along Route 322. It will evaluate the Route 322 corridor between University and Elm Avenue and identify short and long term improvement opportunities. This scope will afford the Township a more favorable opportunity for future State and Federal funding construction costs. The scope is in the amount of \$49,800 and the Township intends to seek a Dauphin County Infrastructure Loan to pay the costs of the scope of services. In addition, the Township is discussing a shared cost opportunity with PENN State Hershey Medical Center.

Supervisor Ballard said in the 2040 transportation improvement projects we made certain there were bike and pedestrian improvements on the south side. Chairman Foley said this will also be included in the scope.

Supervisor Engle said regarding the survey done in 2011, traffic concerns were #2 priority behind improving the downtown. Of all the traffic signals and intersections in the Township this was voted #1 to be most problematic specifically at the intersection at Cherry and Governor.

Chairman Foley commented on the marked accomplishments for the Board this year with the transportation component and planning the downtown.

Motion: A motion made by Vice-Chairman Moyer and seconded by Supervisor Engle that the Township Manager may execute an agreement with Herbert, Rowland, & Grubic, Inc. to provide professional and related project services for a Corridor Transportation Evaluation for Route 322, is hereby approved. *The motion carried, 5-yes 0-no.*

G1-3 Consideration of the release of maintenance security provided for the Preliminary/Final Land Development Plan for Central PA Equities 13, LLC, Plat No. 1207.

Motion: A motion made by Chairman Foley and seconded by Supervisor Ballard that the Township release cash maintenance security in the amount of \$8,648.70, provided for the Preliminary/Final Land Development Plan for Central PA Equities 13, LLC, Plat No. 1207, is hereby approved. *The motion carried, 5-yes 0-no.*

H1-4 Consideration of the release of a portion of the performance security for the Final Land Development Plan for Southpoint Meadows 2, Phase 2, Plat No. 1197.

Motion: A motion made by Chairman Foley and seconded by Supervisor Ballard that the Township release \$215,838.19 from the performance security held as United States Surety Company Bond No. 1000880067 for the Final Land Development Plan for Southpoint Meadows 2, Phase 2, Plat No. 1197, resulting in a new balance of \$67,180.89, is hereby approved. *The motion carried, 5-yes 0-no.*

I1-3 Adoption of Ordinance No. 656, amending the Code of the Township of Derry (Ordinance No. 553), Chapter 210, Section 210-24. Stop Intersections Established by establishing a multi-way (3-way) stop sign controlled intersection at the intersection of Kaylor Road and Stoverdale Road.

Patrick O'Rourke, Chief of Police – Ordinance amendments must be approved by the Board of Supervisors. On November 11, 2014, the Board of Supervisors authorized the advertisement of this ordinance amendment. On November 20, 2014, the advertisement appeared in The Hummelstown Sun.

Motion: A motion made by Vice-Chairman Moyer and seconded by Supervisor Weir that Ordinance No. 656, amending the Code of the Township of Derry (Ordinance No. 553), Chapter 210, Section 210-24. **Stop Intersections Established** by establishing a multi-way (3-way) stop sign controlled intersection at the intersection of Kaylor Road and Stoverdale Road, is hereby approved. *The motion carried, 5-yes 0-no.*

J1-2 Adoption of Ordinance No. 657, amending the Code of the Township of Derry (Ordinance No. 553), Chapter 210, Section 210-12. Maximum Speed Limits Established on Certain Streets, by establishing a 35 mph speed limit on Shopes Church Road from Roush Road to the Township line.

Patrick O'Rourke, Chief of Police – On November 11, 2014, the Board of Supervisors authorized the advertisement of this ordinance amendment. On November 20, 2014, the advertisement appeared in The Hummelstown Sun.

Motion: A motion made by Supervisor Weir and seconded by Vice-Chairman Moyer that Ordinance No. 656, amending the Code of the Township of Derry (Ordinance No. 553), Chapter 210, Section 210-12. **Maximum Speed Limits Established on Certain Streets**, by establishing a 35 mph speed limit on Shopes Church Road from Roush Road to the Township line, is hereby approved. *The motion carried, 5-yes 0-no.*

K1-3 Adoption of Ordinance No. 658, amending the Code of the Township's Motor Vehicle and Traffic Ordinance No. 553, Chapter 210, Article IV, Section 210-43, Stopping, Standing or Parking on Roadway or Unloading, by moving all listed parking restrictions on "E" Street and South Fourth Street in Section 210-38, Parking Prohibited At All Times in Certain Locations to Section 210-43 and deleting them from Section 210-38.

Patrick O'Rourke, Chief of Police – On November 11, 2014, the Board of Supervisors authorized the advertisement of this ordinance amendment. On November 20, 2014, the advertisement appeared in The Hummelstown Sun.

Motion: A motion made by Supervisor Weir and seconded by Supervisor Ballard that Ordinance No. 658, amending the Code of the Township's Motor Vehicle and Traffic Ordinance No. 553, Chapter 210, Article IV, Section 210-43, **Stopping, Standing or Parking on Roadway for Loading or Unloading**, by moving all listed parking restrictions on "E" Street and South Fourth Street in Section 210-38, **Parking Prohibited At All Times in Certain Locations to Section 210-43** and deleting them from Section 210-38, is hereby approved. *The motion carried, 5-yes 0-no.*

L1-3 Authorization to advertise an ordinance amending the Code of the Township of Derry (Ordinance No. 553) Chapter 210, Section 210-38. Parking prohibited at all times in certain locations by extending the current parking restrictions on the south side of the first block of West Caracas Avenue from Cocoa Avenue and a point 300 feet west thereof to Cocoa Avenue and a point 372 feet west thereof.

Patrick O'Rourke, Chief of Police – It was determined there is a need to extend the current “No Parking” restriction along the south side of West Caracas Avenue in the area of the fire station due to the proposed plan for the new station. This is necessary to allow space for fire apparatus to make turning and maneuvering movements when entering and exiting the station. The current 300 foot “No Parking” restriction would be extended another 72 feet west to accommodate those turning movements. Lt. Warner and Chief O'Rourke visited the site with the appropriate personnel and believe this needs to be done.

Supervisor Ballard asked if they talked to the people around this area to let them know. Chief O'Rourke said he could do that, but they really don't have a choice because this is something that has to be done for public safety. It is possible Lt. Warner may have already reached out to the people in this area.

Motion: A motion made by Supervisor Engle and seconded by Supervisor Ballard that authorization to advertise an ordinance amending the Code of the Township of Derry (Ordinance No. 553) Chapter 210, Section 210-38. **Parking prohibited at all times in certain locations** by extending the current parking restrictions on the south side of the first block of West Caracas Avenue from Cocoa Avenue and a point 300 feet west thereof to Cocoa Avenue and a point 372 feet west thereof, is hereby approved. *The motion carried, 5-yes 0-no.*

CORRESPONDENCE/BOARD/COMMITTEE INFORMATION

Supervisor Ballard received a thank you from John Dunn to the Public Works for all their hard work in leaf collection and snow removal.

REPORTS

Patrick O'Rourke, Chief of Police – Chief O'Rourke announced there was a sighting of a black bear tonight in the Hill Church Road area. A blast of information will go out notifying the residents and nearby schools.

Bob DiLello, Hershey Fire Company – The Fire Department has been busy with their Santa Claus runs and preparing their station in anticipation of the March 2015 construction date.

Robert Piccolo, Assistant Director of Public Works – The Township's last leaf cleanup was December 1 to December 5 and they did one more Township run after that date. They now turned their fleet over to snow removal. Chairman Foley said he received two messages commending Public Works for the leaf cleanup.

Barbara S. Ellis, Director of Hershey Public Library – During the holidays when school is out, the Library has planned special children's programs for December 26, 29, 30 and January 2. In the New Year, there will be new adult and children programs.

Matt Bonanno, HRG Engineer – HRG received information today that PennDOT issued a project manager for the Waltonville Avenue TAP. HRG will set up a scoping meeting with the manager in early January and then come before the Board with a scope to move the project forward.

Charles Emerick, Director of Community Development – Mr. Emerick reported that the Dauphin County Commissioners have obtained some hazard mitigation money. They are allowing municipalities within Dauphin County to enter into an exploratory search to see if the community rating system, which is a FEMA driven rating system to reduce flood insurance rates, works for

different municipalities. Mr. Emerick is going to send a letter of intent to the Commissioners to let them know we are interested in participating in phase 1 of the study. It will cost us staff hours, but no cash out of pocket.

Chris Brown, Downtown Hershey planner – Mr. Brown gave an update on the comprehensive plan. Contracts have been executed. They are looking at January 13 for the public to attend a session regarding the comprehensive plan.

Jill Henry, Assistant Township Manager – Assistant Manager Henry announced that in recognition of the wellness program for Derry Township they will be giving out tumblers for all the fulltime employees to encourage them to drink water. Inside the tumbler there is a list of all the benefits of drinking water.

James Negley, Township Manager – Manager Negley announced that the next Board of Supervisors meeting is Monday, January 5, 2015.

APPROVAL OF ACCOUNTS PAYABLE (\$507,309.41) AND PAYROLL (\$309,779.91).

Supervisor Engle moved to approve accounts payable in the amount of \$507,309.41 and payroll in the amount of \$309,779.91. Supervisor Ballard seconded. ***The motion carried, 5-yes 0-no.***

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

No one came forward.

Chairman Foley thanked the staff and his fellow supervisors for all the work they have done this past year. He wished everyone a Merry Christmas.

ADJOURNMENT

Supervisor Engle moved to adjourn the meeting at 8:30 p.m. Supervisor Ballard seconded. ***The motion carried, 5-yes 0-no.***

SUBMITTED BY:

Justin C. Engle
Township Secretary

Brenda Van Deursen
Recording Secretary