

**DERRY TOWNSHIP
INDUSTRIAL & COMMERCIAL DEVELOPMENT AUTHORITY
600 CLEARWATER ROAD, HERSHEY, PENNSYLVANIA 17033
MEETING MINUTES
June 19, 2014**

CALL TO ORDER

Chairman Foley called the June 19, 2014 meeting of the Derry Township Industrial & Commercial Development Authority to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

All present stood for the Pledge of Allegiance.

ROLL CALL

Members Present:

Chris Abruzzo
Domenick Argento
Justin Engle
John Foley

Members Absent:

James Ingalzo

Also Present:

James Negley, Township Manager, Asst. Treasurer, Asst. Secretary
Barbara Zemlock, Township Solicitor
Marie Sirkot, Administrative Assistant
Ardith Yahner, Stenographer

Public Present:

Mary Holovack, Diana Reed Associates
Greg Koussis, Capital Construction Management, LLC
Diana Reed, Diana Reed Associates

Chairman Foley advised that it is the policy of the Authority to tape all public meetings for the purpose of providing accurate minutes.

Chairman Foley asked Mr. Engle if he would like to amend the agenda of the meeting. Mr. Engle replied that he would like to add to the agenda possible ratification of an engagement letter with John Dornberger of Post & Schell.

APPROVAL OF MINUTES

Mr. Abruzzo made a motion to approve the minutes of the May 15, 2014 meeting. Mr. Argento seconded the motion. *Motion carried, 4-0.*

PUBLIC COMMENT

No public comment.

RATIFICATION OF AN ENGAGEMENT LETTER FROM POST AND SCHELL

Mr. Engle advised with regard to the Fire Station project and the ICDA's increased involvement, the ICDA engaged John Dornberger to work on its behalf as the construction counsel. An engagement letter will need to be ratified.

Motion to ratify by Mr. Engle and seconded by Mr. Abruzzo. *Motion carried, 4-0.*

CONSIDERATION OF AND ACTION ON RESOLUTION NO. 2014-01 AUTHORIZING AND RATIFYING THE FILING OF RACP APPLICATION (ZEMLOCK)

In order to move forward with the RACP application, Ms. Zemlock advised this resolution must be authorized. The proposed resolution authorizes the filing of the RACP application, it approves in form a cooperation agreement with the Fire Company, and it allows for modifications and amendments to the cooperation agreement.

Chairman Foley asked if there were any questions. Seeing none, he asked for a motion to approve Resolution No. 2014-01. Mr. Engle moved to approve. Mr. Argento seconded the motion. *Motion carried, 4-0.*

CONSIDERATION OF AND ACTION ON COOPERATION AGREEMENT WITH HERSHEY FIRE COMPANY (ZEMLOCK)

Ms. Zemlock asked the Board to table this item at this time because the cooperation agreement is not in final form. Mr. Koussis is working with Ms. Zemlock on issues related to this agreement. Chairman Foley tabled the item.

UPDATE ON FIRE COMPANY PROJECT (KOUSSIS)

Mr. Koussis proposed to review what has happened in the last 30 days, and advise what would happen in the next 30 days. He advised that land closing took place on the 31 Caracas property and there was an agreement of sale with the ICDA for the 35 Caracas property. Ms. Zemlock confirmed that an agreement of sale is in place with a closing date of January 31, 2015 and a deposit has been paid to the escrow agent. John Dornberger of Post & Schell has been helping Mr. Koussis with construction agreements with Pyramid Construction as well as a few issues with regard to the RACP application. Mr. Koussis' firm, Capital Construction Management, is engaged to act as program and project manager on behalf of the ICDA. Mr. Dornberger has drafted this agreement and is working on it at this time.

A meeting was held last week with the entire design team and members of the ICDA Board to review the current design and the current construction estimate from Pyramid relative to that design. The last budget estimate was over budget. Those involved need to go through a process of identifying cost savings in order to bring the project design back in line with the project budget in advance of submitting for the RACP application. Last Thursday the parties went through a number of items and the designer is modifying the drawings to reflect those changes. That is the status of the last 30 days.

Going forward, Mr. Koussis advised that the RACP application is due on Monday. Mary Holovack of Diana Reed Associates has been working with Mr. Koussis and Rodney Sonderman from the Fire Company to make sure everything is in order. Everything should be ready for submission on Monday.

Chairman Foley inquired whether anyone has been in touch with John Payne's office regarding this project in case he would want to hand deliver it. Mr. Abruzzo agreed, since Mr. Payne has worked hard to make sure this RACP has been reserved for the Fire Department.

Mr. Koussis continued that other activities in the next 30 days include finalizing the cooperation agreement between the ICDA and the Volunteer Fire Company. Finalizing the design build agreement with Pyramid Construction is being worked on by Mr. Dornberger. A design review meeting is scheduled for tomorrow at 1:00 with the downtown planner, Chris Brown from Derk & Edson, and the architect for the Fire Station Project as well as Rodney Sonderman from the Fire Company, and possibly Mr. Foley and Mr. Engle. Wednesday of next week will be the kick-off meeting to have the whole design and project team reengaged to move forward. This meeting will include the civil engineer, mechanical engineer and architect. There will be a meeting on a weekly basis to remain on track to start construction next spring.

Mr. Engle said it's great to have Mr. Koussis on board and that he attended the June 12 meeting at which Mr. Koussis and his team cut a million dollars from the budget. He thanked the whole team for their hard work.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

Nothing at this time.

ADJOURNMENT

Mr. Abruzzo made a motion to adjourn the meeting. Mr. Engle seconded the motion.

Motion carried, 4-0.

Meeting adjourned at 6:20 p.m.

Respectfully submitted by:

James N. Negley, Manager/Assistant Treasurer/Assistant Secretary