

**TOWNSHIP OF DERRY**  
**BOARD OF SUPERVISORS MEETING**  
Tuesday, April 27, 2010  
600 Clearwater Road, Hershey, Pennsylvania 17033

**CALL TO ORDER**

The April 27, 2010 Township of Derry Board of Supervisors meeting was called to order at 7:10 p.m. by Chairman Michael H. W. Pries.

**ROLL CALL**

E. Christopher Abruzzo, Vice-Chairman  
Sandy A. Ballard  
Kelly C. Fedeli, Secretary  
Marc A. Moyer  
Michael H. W. Pries, Chairman

**Also Present:**

Matt Bonanno – HRG, Township Engineer  
Thomas Clark – Director, Public Works  
Barbara S. Ellis – Director, Hershey Public Library  
Charles Emerick - Assistant Director of Community Development  
Lt. Dave Holl – Police Department  
Jill E. Horner – Assistant Township Manager  
Cheryl L. Lontz – Manager of Payroll & Employee Benefits  
Matthew J. Mandia – Director of Parks and Recreation  
James N. Negley - Township Manager/Township Treasurer  
William D. Smith – Chief of Police Department  
Jon A. Yost - Township Solicitor  
Brenda Van Deursen - Recorder

**Public Present:** Mark Shrift, Ed Consalo, Jerry Shank, Ed Kaylor, Elvira Ebling, Brian Evans, Thomas Mealy, Joe Woodward, Ellen Sheffey, Chris Bushman, Rich Gamble, Chris Shelly, Linda Brewer

**Press Present:** Drew Weidman, The Sun

**Executive Session:**

Chairman Pries announced that the Board of Supervisors met in executive session prior to this meeting to discuss land, legal, and personnel issues.

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

**VISITOR/PUBLIC COMMENT**

No one came forward.

**APPROVAL OF MINUTES:**

Chairman Pries called for a motion to approve the Minutes of the April 13, 2010 Board of Supervisors Meeting. Supervisor Fedeli made a motion to approve the Minutes of the

April 13, 2010 Board of Supervisors Meeting as written. Vice-Chairman Abruzzo seconded. ***The motion carried 5-0.***

**NEW BUSINESS:**

**A1 Presentation of CrimeReports.com and Nixle.com (D. Holl)**

Lt. Holl presented a new initiative of two different products. One is CrimeReports.com and the other is Nixle.com. Currently, information for the community is provided through news releases and/or press releases. However, not all the information is out there in terms of what the Police Department does. These two products are public access tools that will provide information to the community.

CrimeReports.com

- Able to see all the departments that are accessing this service in Pennsylvania.
- Select the area (Derry Township) that you want information on regarding crime, date, etc.
- Select additional items such as property crimes, quality of life issues, and traffic issues.
- A map provides information on where the most crimes occur, what type, etc.
- Information is limited that can be given because of the Criminal History Records Information Act (CHRIA).
- Can receive crime alerts via e-mail.
- The records post at 6:00AM and 6:00PM.
- The information pulls from the Police Department's record system and CAD system. Once it is posted, it will send you an email. It is a good tool for tracking what type of crime occurs in each area.

Nixle.com

- Receive alerts via cell phone or e-mail.
- It is divided into 4 basic categories, Alert (severe weather & hazards), Advisory (press releases, crime information, TMI Siren Testing), Community, and Traffic (road closures for sink holes, detours, road construction, etc).
- This would supplement our CodeRed, which should be reserved for major emergencies that are critical.
- Photographs can be attached.

These two products will be "marketed" through the press, Township newsletter, flyers, and pamphlets.

Supervisor Moyer asked where the data comes from for these products. Lt. Holl explained it comes from the Police Departments' Record Management System. As the officers enter their reports every 12 hours it pushes that information up to the website. It is data entry that is required and is already being done. They tested it over a period of thirty days to make sure every incident report was showing.

Supervisor Fedeli asked if the products track traffic citations and speeding citations. Lt. Holl said it does not track the specifics. You can look at locations in your neighborhood to see where officers have stopped cars, but you just won't know what the stop is for.

Vice-Chairman Abruzzo and Supervisor Ballard commended Lt. Holl and Chief Smith for pursuing this project to enhance the way communication is available for the community.

**Motion:** A motion made by Vice-Chairman Abruzzo and seconded by Supervisor Ballard that the authorization to implement two Internet-based software programs, CrimeReports.com and Nixle.com is hereby approved. *The motion carried, 5-0.*

**B1-29 Consideration of Ordinance No. 595, authorizing and directing the issuance of a series of General Obligation Bonds, Series 2010 in the aggregate maximum principal amount of \$13,380,000.**

James N. Negley - Township Manager/Township Treasurer

The Township has the opportunity to undertake the issuance of General Obligation Bonds for the refunding portion of the Derry Township Municipal Authority's outstanding Guaranteed Sewer Revenue Bonds, Series of 2005.

Mr. Lou Verdelli, RBC Capital Markets – The purpose is to refund the Municipal Authority's 2005 Bond Issue. It was the recommendation of the financing team for the Township to issue the bonds because of some of the problems perceived in the market for Guaranteed Revenue Bonds. This strategy worked out well in terms of savings to the Municipal Authority by having the Township issue the bonds.

In order to refund the bonds, the Township's credit rating had to be updated. Standards & Poor's, rating analyst, met with some of the business leaders in town to talk about their long-term commitments to the Township and to the tax base. Mr. Verdelli commended the staff on the tremendous job of pulling together a presentation of financial, employment, trending, and cost containment strategy information. The good news is that while the actual rating is the same at AA+, they did make a change. The outlook was at stable, but they have increased it to positive. You typically see this change when the next step is an upgrade. They talked about what needs to be done to obtain that credit rating upgrade (AAA) and emphasized maintenance of strong reserves. Mr. Verdelli reported the Township's rating for Moody's is AA+.

The Township will be authorizing the issuance of \$9,630,000 new 2010 bonds. The new interest rates range from .58% to 4.24% and the yield reported to the IRS on the new issue is 3.77%. This financing goes out to the year 2028. The bonds have a 5-year call date so there will be an opportunity to refinance if rates permit. Based on the final interest rates, the net savings the Municipal Authority will be able to reduce their debt service by this year is \$290,000. If the Township approves the Bond Ordinance, settlement of the issue would be on May 28<sup>th</sup> and the Authority's bonds would be called on June 15<sup>th</sup>.

Chairman Pries said that they are very happy with the results. He thanked Mr. Verdelli for the work he has done for the Township, which has been exemplary. The fact we are AA+ again and right there with Lower Merion, Tredyffrin and Upper Merion is impressive. Mr. Verdelli has saved the Township over \$1 million dollars last year with the bond swap.

Vice-Chairman Abruzzo asked if the original target was \$200,000 in savings. Mr. Verdelli said that was correct. Vice-Chairman Abruzzo said the savings impacts the Municipal Authority's actual budget for 2010 which is really significant because they are stretching as much as they can right now. This is wonderful news and he appreciates the Board of Supervisor's willingness to entertain this issuance.

Mr. Verdelli said on looking ahead, the Municipal Authority has another issue that will approach its call date. If interest rates are where they are today, there might be a refinancing opportunity. If there hasn't been a resolution to the Harrisburg Authority and the City of Harrisburg and the guarantee payments, this may still be a recommendation.

Mr. Verdelli mentioned that because the Municipal Authority issues revenue bonds under an Indenture, they are required to maintain a debt service reserve fund for all the bonds they issue. That means they have to tie up cash in these low interest rate environments and just have it sitting there as a reserve. They don't need to do that when it comes to this type of debt. That will also help the Municipal Authority's operation to keep the cash utilized and employed for the best purposes.

**Motion:** A motion made by Supervisor Fedeli and seconded by Supervisor Ballard that Ordinance Number 595; authorizing and directing the issuance of a series of General Obligation Bonds in the aggregate maximum principal amount of \$13,380,000 is hereby approved. *The motion carried, 5-0.*

**C1-20 The Preliminary/Final Land Development Plan for Site Improvements at Derry Township School District Campus, Plat No. 1191.**

Charles Emerick - Assistant Director of Community Development

This plan involves alterations and additions to the elementary and middle school buildings as well as changes in vehicular patterns in order to separate the busses from passenger vehicles. The alterations are not intended to increase the school population, but will involve reorganization and construction for more instructional and core space. The elementary school addition is a new multi-purpose room and the middle school addition is a new library and student entrance. Other renovations include expansion of a cafeteria and conversion of a new existing library into classrooms. The vehicular circulation improvements consist of two new bus corrals located to the rear of the schools and changes in the parent drop-off zones in order to separate the vehicle from the bus traffic.

The documents were reviewed by the Township engineer, Dauphin County Planning Commission, and Derry Township Municipal Authority (DTMA). All of their comments have been addressed and incorporated in the suggested motion. This project was additionally reviewed by the Derry Township Police Department for comments related to the public roads. Mr. Emerick said he spoke to DTMA and their comments have been addressed.

The project also included waivers from the requirements of the Subdivision & Land Development Ordinance. They are pretty standard, related to utility profiles for sanitary sewer and water and gas lines, plan scale, soils series boundaries, and utility service letter. The plan had 42 comments when it went to the Planning Commission. Most of those have been addressed.

Chairman Pries asked Chief Smith and Lt. Holl if they had any comments regarding this plan. Lt. Holl said their comments were addressed in correspondence.

Supervisor Ballard said at the Planning Commission meeting they were concerned that the Police Department's comments and concerns need to be 100% resolved to the satisfaction of the Police Department. Lt. Holl said the only remaining question is related to the entrance – during school times only. He said it really doesn't address time well. For a parent trying to drop kids off to school, you wouldn't know when school times are. Whether it applies to nighttime, activities, etc. Lt. Holl said there will have to be an advertised time period when it is in effect.

Mark Shrift, Architect, 267 Jacobs Creek Drive, Hershey – Mr. Shrift said they agreed instead of allowing people to come into the designated bus corrals after hours to bring everyone into the site the same way they enter during a normal school day. After hours, the School District has options to open traffic control devices that will allow people to filter into the bus corral if extra parking is needed. That way a "Do not Enter" sign can be placed on the bus corrals. The School District will be able to allow egress from the site through the bus corrals and the driveways. This should alleviate any confusion there may be to the general public.

Supervisor Ballard noticed a lot of gates featured in the drawings to open up for evening and weekend events for extra parking. She wanted to confirm with the Police Department that the weekend and evening events will not impact local traffic safety issues. Lt. Holl said he doesn't believe it will be any different than the traffic they have now for those events.

Mr. Shrift reported they have created a master plan for the School District. It is ever evolving as the District grows and needs change. The improvements proposed as part of this project will take the School District into the future.

Supervisor Ballard asked if they will have to come back to the Board regarding the Cocoa Pass request in the future. Mr. Shrift said he could not say no to that. At a later time, there may be a need for a secondary emergency access out. Supervisor Ballard asked if it was part of the master plan. Mr. Shrift said it was.

Chairman Pries asked if they are expecting any additional after hours or evening activities. Mr. Shrift said everything will continue to operate as it does now.

Chairman Pries mentioned based on the historical utilization of the area the plan just makes it a more efficient ingress and egress. Mr. Shrift said the most important is the separation of bus and vehicular traffic. Presently, the drop off is different for each school. This plan will have all parents drop off in front of the schools and the bus corrals are centrally located between the high school and middle school and the elementary school and the early childhood center.

Chairman Pries also mentioned the School District is well known for their communication to the residents and parents of children within the district. He asked how this would be communicated. Mr. Shrift said over the past year and half they have had multiple public meetings with the School Board and lots of attendance at those meetings. As they have been going along with this plan, they have been keeping the parents and students informed including parent and student surveys.

Superintendent Brewer said they are explaining to all their faculties what their positions will be and how they will shepherd the kids out into the various new areas so that everybody knows the master plan for entering and exiting. There will be a series of parent meetings and press. Chairman Pries said the Township's website can also assist with the information. Superintendent Brewer said they have a special Board meeting tomorrow night to approve bids if the plan is approved.

Supervisor Ballard inquired about the new parking spaces. Mr. Emerick said the small lot in front of the school has been cited as staff parking – 32 spaces. Mr. Shrift said overall they are losing 44 spaces.

Supervisor Ballard referred to losing trees and wondered if they would be replacing one for one. Mr. Shrift said they would not, but they are doing new plantings at every area where new construction is done. There will be approximately 500 new plantings, which exceed what was removed.

Supervisor Moyer said his concern with the vehicular traffic is the new student parking lots. Students will not necessarily follow the designated paths especially going to and from athletic events, before and after school. Mr. Geary from District Transportation said student parking has been one of our concerns when developing the plan. There is a fence on the sides so students coming out of the building have to enter the corral. They will not be able to go through the parking lot where the cars are moving. Students going to their cars, have to come out the door and go in front of the corral. There is a crosswalk and that is where staff will be. There will be less congestion because parents are picking up students in the front of the building.

Mr. Geary said they have talked to other schools that have bus corrals and their concern was students walking through the corrals so that is why they installed a fence. With the bus corrals, a 5-foot line will be painted away from the curb. The buses will pull up to the line and the students will get off and walk over to the sidewalk. They will be walking in a safety area.

Supervisor Moyer asked if kids are disembarking while other buses are pulling in. Mr. Geary said in the morning the students will unload on the line 5 feet away. In the afternoon, all busses will be parked before any students are dismissed. The buses do not leave until all students are on the bus. The corrals allow for the buses to load at the same time. There will not be buses coming in as students are getting on or off the bus.

**Motion:** A motion made by Vice-Chairman Abruzzo and seconded by Supervisor Fedeli that the Preliminary/Final Land Development Plan for Site Improvements at Derry Township School District Campus, Plat #1191, is approved subject to the following:

- a. That the applicant reimburse the Township for costs incurred in reviewing the plan no later than May 27, 2010.
- b. That performance security be provided no later than October 27, 2010 to guarantee the completion of required improvements.
- c. That information be provided regarding the fire hydrants and water system as required by Sections 185-36.B.(6) and (7) no later than October 27, 2010.
- d. That a deed consolidating all properties be recorded prior to the plan recording.

- e. That a letter be provided by the Dauphin County Conservation District no later than October 27, 2010 approving the erosion and sedimentation control plan.
- f. That a copy of the NPDES permit be provided no later than October 27, 2010.
- g. That a digital file of the drawings be provided as required by Section 185-13.E.(2) no later than October 27, 2010.
- h. That the applicant addresses all concerns of the Derry Township Police Department to their satisfaction prior to the recording of the plan.
- i. That the two outstanding Derry Township Municipal Authority comments listed in their letter of April 20, 2010 be addressed no later than October 27, 2010.

It is further moved that the following waivers be granted from the Subdivision and Land Development regulations:

- a. From Sections 185-12.D.(3).(a).[22] and [23]; and 185-13.E.(4).(a).[20] and [21] regarding utility profiles for sanitary sewer, water, and gas lines.
- b. From Sections 185-12.D.(2) and 185-13.E. (3) regarding plan scale.
- c. From Section 185-12.D.(3).(a).[15} regarding the transfer of the soil boundaries to the other proposed layout sheets.
- d. From Section 185-12.D.(3).(a).[39] regarding utility service letters.

***The motion carried, 5-0.***

**D1-6 The Preliminary/Final Subdivision Plan for Lands of Jerry and Bettylou Shank, Plat No. 1185.**

Charles Emerick - Assistant Director of Community Development

The two tracts in this plan are located on Sand Hill Road, between Nye Road and Laurel Drive. One tract is 6.129 acres and the second is 0.23 acres. The applicant is proposing to join both tracts together and subdivide two new building lots. Each of the lots will be accessing Sand Hill Road through a flagpole configuration. One lot will be 1.5 acres and will yield a net developable area of 1.26 acres. The other lot will be 4.86 acres and 4.36 acres net developable area. The applicant appeared before the Zoning Board in May 2009 for relief to enable the design as shown on the plan. The Zoning Board applied certain conditions and restrictions on the subdivision including the prohibition of creating the dwelling units within the poles of the lot. Only two single-family lots can be created from this property. In lieu of dedication of open space, the applicant seeks a waiver in order to pay the fee for each of the new dwellings. The applicants requested waivers for preliminary plan, plan and profile for existing sewer system and for existing gas and water systems, street right-of-way and cartway width, curb and sidewalk installation, and recreational/open space land dedication.

**Motion:** A motion made by Supervisor Ballard and seconded by Chairman Pries that the Preliminary/Final Subdivision for Lands of Jerry Shank, Sr. and Bettylou Shank, Plat #1185 is approved subject to the following:

- a. That the applicants reimburse the Township for costs incurred in reviewing the plan no later than May 27, 2010.
- b. That performance security be provided no later than October 27, 2010 to guarantee the completion of required improvements.
- c. That the fee in-lieu of open space dedication be provided no later than October 27, 2010.

It is further moved that the following waivers be granted from the Subdivision and Land Development regulations:

- a. From Section 185-12.A regarding the separate filing of a preliminary plan; however the waiver does not apply to the information, fees, and supporting data required with a preliminary plan.
- b. From Sections 185-12.D.(3).(a).[22] and 185-13.E.(4).(a).[20] regarding providing plans and profiles of existing sanitary sewer systems.
- c. From Sections 185-12.D.(3).(a).[23] and 185-13.E.(4).(a).[21] regarding providing plans and profiles of existing gas and water systems.
- d. Sections 185-12.D. regarding providing additional right-of-way and cartway widths.
- e. Sections 185-12.E.(5) regarding the installation of curbing along adjacent streets with the stipulation that the applicant enter into an agreement with the Township no later than October 27, 2010, which would allow the Township to require the installation of curbing in the future if deemed necessary.
- f. From Section 185-34.A.(1) regarding the installation of sidewalk along adjacent streets with the stipulation that the applicant enter into an agreement with the Township no later than October 27, 2010, which would allow the Township to require the installation of sidewalk in the future if deemed necessary.
- g. From Section 185-44 regarding open space land dedication.

***The motion carried, 5-0.***

**E1-6 The Preliminary/Final Land Development Plan for The Hershey Company EDC III Eastern Expansion, Plat No. 1193.**

Charles Emerick - Assistant Director of Community Development

This plan is a little different than the normal plan processing done in the Township. EDC is located at the end of Hersheypark Drive on North Lingle. This expansion is happening primarily in Lebanon County. The subject property is 160.32 acres. 66 acres are in Derry Township and 93 acres are in North Londonderry Township. They are proposing a building expansion, which will be in Lebanon County. The applicant is seeking a waiver of plan processing through Derry Township. The plan will be processed in Lebanon County, which was approved. Due to the minor nature of the improvements that are proposed on the Derry Township portion of the property, staff and the Planning Commission have recommended waiver of plan processing for these improvements. There is an alternate motion if the Board chooses not grant the waiver of plan processing. With the improvements imposed in Derry Township a land development plan would not even be necessary.

Supervisor Moyer asked what is required to process plans. Mr. Emerick said it takes 2500 square feet of additional principle structure to a property to qualify for a land development plan. Mr. Emerick said they have paid the fees and have been approved in Lebanon County. They could shortly record this and get moving on the project. The only thing we lose by not processing this is it will not be recorded in the Dauphin County Courthouse. Mr. Emerick added HRG has reviewed the plan.

**Motion:** A motion made by Vice-Chairman Abruzzo and seconded by Supervisor Ballard that the Board of Supervisors grant waivers from Sections 185-12 and 185-13 of the Subdivision and Land Development Regulations regarding preliminary and final plan procedures and specifications, thereby not requiring the formal plan submission of Plat

#1193 to continue to be processed by Derry Township and recorded in Dauphin County is hereby approved. ***The motion carried, 5-0.***

**F1-13 Revision to Escrow Agreement (Off-Site Traffic Improvements) associated with the Preliminary/Final Land Development Plan for West Chocolate Avenue Medical Park, Plat No. 1168.**

Charles Emerick - Assistant Director of Community Development

The Board has approved this plan and construction has begun. As part of the approval, a traffic study provided by Trans Associates was submitted. The consultant believed the facility would contribute 3.9% of the traffic at the intersection of Old West Chocolate Avenue and Hersheypark Drive. The result of the study indicated a signal was not warranted. The signal would be installed when the warrants are met. Later in the study, the conclusion was reached that the warrant for peak hour volume is satisfied in the 2009 Build PM Peak Hour and the 2019 Build PM Peak Hour. The failure in the rating in the morning peak hours of 2008 existing in 2009, no-build is considered level E and is unacceptable. The applicant offered \$40,000 in escrow with the Township to be used towards a future traffic light at this intersection. PennDOT has presently determined that the improvements are not required at this time despite Select Medical's desire to have the light installed now, but has suggested the intersection be reviewed once each year until 2015. If and when warrants are satisfied, the traffic signal can be permitted and installed. This amendment is done to cite these changes and to direct the terms of any future traffic signal.

Supervisor Fedeli asked if the Township's hands are tied by PennDOT's decision regarding the signal. Mr. Emerick said PennDOT offered Select Medical a second option. They could install the traffic light and if in a year or two it does not meet warrants, Select Medical would have to pay to get it taken down.

Mr. Emerick said Select would be accountable for the signal for 4-5 years. He mentioned that Hershey Chocolate Plant is looking at bringing an intersection out to our traffic light. That will lessen the traffic on Chocolate Avenue and not do anything to promote this traffic light. He believes warrants will be in jeopardy.

Chairman Pries said even without Select Medical opened, making the left hand turn is dangerous no matter what the time is. He does not understand why that area does not warrant a red light.

Solicitor Yost said Select is going to pay \$40,000 towards the signal and the Township would pay the balance. The average cost for a signal and installation is \$110,000. Mr. Emerick said the Township should encourage any developers that are building near this intersection to contribute towards the traffic light.

**Motion:** A motion made by Vice-Chairman Abruzzo and seconded by Supervisor Moyer that the Board execute the Amendment to Escrow Agreement (Off-Site Traffic Improvements) among Select Medical Property Ventures, LLC; Hershey Trust Company; and the Township of Derry, as presented, is hereby approved. ***The motion carried, 5-0.***

**G1-4 Consideration of the release of a portion of the performance security for the Preliminary/Final Subdivision Plan for Property at Stoverdale and Middletown Roads, Plat No. 1101.**

Charles Emerick - Assistant Director of Community Development

The Board previously approved this plan. At that time a two-lot subdivision was created for future improvement. The one lot would be 12.7 acres and the other lot 9.5 acres. Mr. Sheffey, the applicant, has posted \$121,248.99 with the Township for improvements such as bringing water and sewer to the properties. The applicant has requested their bonds be lessened for the improvements that are completed. HRG has reviewed the work and recommended \$10,322.40 be released leaving a balance of \$110,926.59.

**Motion:** A motion made by Supervisor Ballard and seconded by Supervisor Fedeli that the Township releases \$10,322.40 from the performance security supplied as Letter of Credit No. 1285 by Integrity Bank in the amount of \$121,248.99 for the Preliminary/Final Subdivision Plan for Property at Stoverdale and Middletown Roads, Plat #1101, leaving a balance of \$110,926.59 is hereby approved. ***The motion carried, 5-0.***

**H1-2 Proclamation declaring April 30, 2010 the observance of Arbor Day in Derry Township.**

Thomas Clark – Director, Public Works

As part of the annual criteria to meet requirements to be granted Tree City, USA, each year, the Board must pass a proclamation establishing a day of Arbor Day observance within the Municipality. Nationwide it is typically the last Friday in April. Over the past 16 years, we have applied to the National Arbor day Foundation for Tree City, USA status and have been successful. The observance is typically tied in with something that is transpiring in the Township. The past three years it has been tied in with the Kiss Hershey Back program. A number of trees were planted along the bike path in the area between Bullfrog Valley Road and Waltonville Road.

**Motion:** A motion made by Vice-Chairman Abruzzo and seconded by Supervisor Ballard that the Board of Supervisors of Derry Township proclaim the last Friday in April, that being April 30, 2010, the official day for observance of Arbor Day in Derry Township is hereby approved.

**Discussion:** Chairman Pries added that in the future the Committee for Kiss Hershey Back should look at what is happening in the Township before scheduling their event. Supervisor Moyer said he spoke to the Event Coordinator and advised her of this. Supervisor Ballard said they have already picked their date for next year. Mr. Clark said he was not aware of that.

***The motion carried, 5-0.***

**I1-7 Request for a donation to the Bowman Trust for the beautification of Hershey.**

Jill E. Horner – Assistant Township Manager

Asst. Township Manager Horner said every year the Township makes a \$2,500 donation to the Bowman Trust in support of the hanging baskets along Chocolate Avenue. This has been budgeted in the 2010 Budget.

**Motion:** A motion made by Vice-Chairman Abruzzo and seconded by Chairman Pries that the Township donates \$2,500 to the William S. Bowman Trust for the beautification of Hershey is hereby approved. ***The motion carried, 5-0.***

#### **CORRESPONDENCE**

No correspondence to report.

#### **BOARD/COMMITTEE INFORMATION**

No information to report.

#### **REPORTS**

##### Barbara Ellis – Director of Hershey Public Library

Ms. Ellis reported that the Redesign Committee has met with two designers and a third designer is scheduled. They hope to make a decision in May.

##### Cheryl L. Lontz – Manager of Payroll & Employee Benefits

Ms. Lontz reported there will be two audits. The first is the Pension Audit for the previous three years and the second is the financial audit, which is scheduled for next week. She also reported revenues are down a little, but all of the earned income tax and LST tax is not in yet.

##### Matthew J. Mandia – Director of Parks and Recreation

Parks and Recreation will be hosting their 3<sup>rd</sup> Annual Special Needs Program. They have been doing this prior to the fishing derby. There are about 40 special needs students from the Allegheny School. The public derby is scheduled for May 1<sup>st</sup> from 8:00 AM to 11:00 AM. There will be over 500 trout stocked in the pond.

##### Charles Emerick - Assistant Director of Community Development

Mr. Emerick received petition 2009-02 to modify the parking regulation in the downtown Commercial District/Village Core District. The Hershey Trust would like to modify the parking requirements for office buildings in downtown Hershey from one space for every 200 square feet of gross floor area to one space for every 300 square feet of gross floor area for office buildings. They would like to do the same for retail sales in the Village Core District. He asked the Board for a public hearing date. It would need to be after May 25<sup>th</sup> because of advertising requirements. After discussion it was decided to have the hearing on **June 8<sup>th</sup> at 6:30.**

Supervisor Ballard asked for an update on the fire damage property in Deer Run. Mr. Emerick said the permit is in and they have 180 days from the date of the permit to complete the work.

##### Jill E. Horner – Assistant Township Manager

Asst. Township Manager Horner reported that she attended the PSATs dinner at their annual conference. They presented the Township with a plaque for their overall Citizen Communication Award because we had won first place for our website and we are also recognized for our annual report and newsletter.

Asst. Township Manager Horner attended a software demonstration today to have the Board meetings recorded and posted to our website. She will have more information later.

James N. Negley - Township Manager/Township Treasurer

Mgr. Negley reported we are hosting the Census Bureau as a trainer for people going door to door.

**APPROVAL OF ACCOUNTS PAYABLE (\$230,997.61) AND PAYROLL (\$307,503.60).**

Supervisor Ballard moved to approve accounts payable in the amount of \$230,997.61 and payroll in the amount of \$307,503.60. Vice-Chairman Abruzzo seconded. ***The motion carried, 5-0.***

**VISITOR/PUBLIC COMMENTS**

No one came forward.

**ADJOURNMENT**

Supervisor Fedeli moved to adjourn the meeting at 8:40 p.m. Vice-Chairman Abruzzo seconded. ***The motion carried, 5-0.***

SUBMITTED BY:

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Kelly C. Fedeli  
Township Secretary

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Brenda Van Deursen  
Recording Secretary