

**TOWNSHIP OF DERRY**  
**BOARD OF SUPERVISORS MEETING MINUTES**  
**JANUARY 7, 2019**

**CALL TO ORDER**

Supervisor Moyer, called the January 7, 2019 Regular Meeting of the Township of Derry Board of Supervisors to order at 7:05 p.m. in the meeting room of the Township of Derry Municipal Complex, 600 Clearwater Road, Hershey, PA. He advised that all public meetings are recorded for providing accurate notes. He announced the Board of Supervisors met in executive session before the meeting to discuss legal and personnel issues. After the Pledge of Allegiance, a roll call was conducted.

**IN ATTENDANCE:**

**SUPERVISORS**

Susan M. Cort, Chairwoman  
Justin C. Engle, Vice Chairman  
Richard D. Zmuda, Secretary  
Marc A. Moyer  
Matthew A. Weir

**ALSO PRESENT:**

Christopher Christman, Township Manager  
Jill Henry, Assistant Township Manager  
Jon A. Yost, Township Solicitor  
Chuck Emerick, Director of Community Development  
Thomas Clark, Director of Public Works  
Matthew Mandia, Director of Parks and Recreation  
Jeff Cothren, Hershey Public Library  
Matt Bonanno, HRG Engineer  
Lauren Zumbrun, Economic Development  
Julie Echterling, Recorder

**Public in Attendance:**

The following were in attendance: Linda Eyer, Phil Fredrich, Todd Pagliarulo, Geoffrey Crout, Lindsay Drew, Jordan Yeagley, P. Motera, Rich Gamble, Rob Myers and Tracy Brown.

**VISITOR/PUBLIC COMMENTS:**

There were no public comments offered.

**REORGANIZATION:**

**Board of Supervisors:** Supervisor Engle made a motion to adopt **Resolution No. 1569** a resolution of the Township of Derry, Dauphin County, Pennsylvania appointing Supervisor Cort as Chairwoman and Supervisor Engle as Vice Chairman of the Board of Supervisors, Supervisor Zmuda as Township Secretary, Supervisor Weir as Assistant Township Secretary, Mr. Christman as Township Treasurer, Mr. Jon Yost as Township Solicitor, and HRG as Township Engineer for the year 2019. Supervisor Zmuda seconded the motion. **Motion carried 5-0.** Chairwoman Cort thanked Supervisor Moyer for his service as Chairman.

Supervisor Weir made a motion to reappoint Lt. Tim Roche as the Emergency Management Coordinator for a one-year term and Sgt. Steve Beard and Todd Pagliarulo as Deputy Coordinators for a one-year term for the Emergency Management Agency. Chairwoman Cort seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion to adopt **Resolution 1570**, a resolution of the Township of Derry Dauphin County, Commonwealth of Pennsylvania, setting the bond limit for the Township Manager and Treasurer shall be not less than \$1,500,000 for the year 2019. Vice Chairman Engle seconded the motion. **Motion carried 5-0.**

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Chairwoman Cort made a motion to adopt **Resolution 1571** electing Supervisor Weir as the voting delegate to the 2019 State Convention with Manager Christman as the alternate delegate. Supervisor Moyer seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion to adopt **Resolution 1572** that PNC Bank, Santander Bank, Pennsylvania Local Government Investment Trust, Northwest Savings, Fulton Bank, Wells Fargo, M&T Bank, Branch Banking & Trust Company, Centric Bank, Members 1st Federal Credit Union, Hershey Federal Credit Union, Bryn Mawr Bank Corp. (Hershey Trust), and Pennsylvania Treasury Invest Program are selected as depositories for the funds of the Township of Derry for the year 2019, and the Township Treasurer is further authorized to invest Township funds in any security as authorized in Act 102 of 1980; and that the Township Treasurer, who has been duly elected as Township Treasurer by the Board of Supervisors, is directed to deposit in said depositories all funds coming into his hands as Township Treasurer. In addition, the Board certifies Christopher S. Christman as the duly appointed Treasurer of the Township of Derry, Dauphin County, PA for the year 2019. Supervisor Moyer seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion to adopt **Resolution 1573** a resolution naming money to be paid over to the Hershey Fireman's Relief Association for the year 2019. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion to appointment Christine Taylor Brann as a member to the Vacancy Board for a one-year term. Supervisor Moyer seconded the motion. **Motion carried 5-0.**

By a ballot vote, the Board of Supervisors appointed Tom Wilson for a four-year term to the Planning Commission.

Chairwoman Cort made a motion electing Don Santostefano and Daniel Lauria to the Uniform Construction Code Appeals Board for five-year terms. Vice Chairman Engle seconded the motion. **Motion carried 5-0.**

By a ballot vote, the Board of Supervisors appointed Mike Corado to the Parks and Recreation Advisory Board for a five-year term.

By a ballot vote, the Board of Supervisors appointed Leigh-Anne Dornberger and Jordan Yeagley for three-year terms to the Board of Library Directors.

By a ballot vote, the Board of Supervisors appointed Lindsay Drew for a five-year term to the Zoning Hearing Board.

Chairwoman Cort made a motion appointing Pam Moore and Andy Bowman for four-year terms and Matthew Luttrell for a three-year term to the Downtown Core Design Board. Supervisor Weir seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion to appoint Louis Verdelli to the Police Pension Advisory Board for a one-year term. Supervisor Moyer seconded the motion. **Motion carried 5-0.**

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By a ballot vote, the Board of Supervisors appointed Elizabeth Claypoole for a two-year term to the General Authority.

By a ballot vote, the Board of Supervisors appointed Michael Postick and Charles Duncan to the Municipal Authority for five-year terms.

By a ballot vote, the Board of Supervisors appointed Linda Eyer to the Tax Collection Association for a three-year term.

Chairwoman Cort made a motion appointing Supervisor Moyer to the Library Endowment Trust for a one-year term. Vice Chairman Engle seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion to not fill the position of Emergency Services Liaison. Supervisor Moyer seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion appointing Supervisors Weir and Cort to the Police Pension Advisory Board for a one-year term. Supervisor Weir seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion appointing Manager Christman to the Tri-County Regional Planning for a one-year term. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion appointing Supervisors Weir and Zmuda as the Transportation Liaisons for one-year terms. Supervisor Moyer seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion appointing Supervisor Weir to the Tax Collection Association Board of Directors for a two-year term. Vice Chairman Engle seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion to appoint Supervisors Engle and Zmuda to the Subdivision and Land Development Plan Pre-Application Review Committee for one-year terms. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion to appoint Supervisors Engle and Zmuda to the Downtown Core Design Board for five-year terms. Supervisor Weir seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion to appoint Supervisor Moyer to the Board of Library Directors for a three-year term. Vice Chairman Engle seconded the motion. **Motion carried 5-0.**

Chairwoman Cort made a motion appointing Mr. Thomas Clark and Manager Christman as an alternate to the Capital Region Council of Government for one-year terms. Supervisor Weir seconded the motion. **Motion carried 5-0.**

**ADOPTION OF MINUTES**

Supervisor Moyer noted an error on page 5 of the December 19, 2018 minutes for the vote on the Resolution #1567. The vote was 4-0 not 5-0. Chairwoman Cort made a motion to approve the amended minutes for the December 18, 2018 Board of Supervisor Meeting Minutes. Vice Chairman Engle seconded the motion. **Motion carried 5-0.**

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**NEW BUSINESS:**

**CONSULTING CONTRACT FOR STATE FUNDING PROCUREMENT SERVICES:**

Ms. Zumbrun discussed the proposal from Griffin Stevens & Lee Consulting. They would provide consulting services on moving applications forward at the state level. They would be paid 10% of the funding awarded. She would like to get the contract approved as soon as possible to setup meetings and start applying during the upcoming round of funding. Supervisor Moyer expressed concern about the indemnification, contribution, limitation of liability and arbitration section of the contract. Ms. Zumbrun stated it was removed from the contract they received today. Solicitor Yost needs to review the new contract and talk to them about changes.

Chairwoman Cort made a motion to approve a proposal from Griffin Stevens & Lee to provide assistance in identifying and securing government incentives through the Commonwealth of Pennsylvania for the Hershey Community Center project pending final approval of the contract from Solicitor Yost. Vice Chairman Engle seconded the motion. **Motion carried 5-0.**

The Board and Solicitor Yost discussed the parent and subsidiary companies associated with Griffin Stevens & Lee doing business in the Township. Discussion ensued.

Vice Chairman Engle made a motion to grant a waiver for any conflict of interest with Griffin Stevens & Lee and the companies associated with firm doing business in the Township. Supervisor Weir seconded the motion. **Motion carried 5-0.**

**PAY SCALE FOR SPECIAL SCHOOL POLICE (CROSSING GUARD):**

Mr. Christman stated the seasonal pay scale for the Special School Police, with the AFSCME contract, will start at \$12.68 for years 2019 to 2021. He stated there would be a pay raise of 2.5% in 2019, 2.75% for 2020 and 3% for 2021 for those returning. He noted 50% of these wages are reimbursed by the Derry Township School District.

Chairwoman Cort made a motion to implement and approve the Special School Police pay scale. Supervisor Zmuda seconded the motion. **Motion carried 5-0.** After the vote Solicitor Yost asked if these rates were approved by the school district. Chairwoman Cort amended the previous motion to implement and approve the Special School Police pay scale, subject to the Derry Township School District approval. Supervisor Moyer seconded the motion. **Motion carried 5-0.**

**CORRESPONDENCE BOARD/COMMITTEE INFORMATION:**

There was no information provided.

**REPORTS:**

<u>Recreation</u>	Mr. Mandia stated they are working on the transition to move to the Township building during the construction of the Hershey Community Center. During this time, the staff will be planning events, the pedestrian trail and the childcare program. He met today to review the construction documents. They are working toward the late January early February target date.
<u>Engineer</u>	Mr. Bonanno thanked the Board for the appointment tonight.

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<u>Manager</u>	<p>Mr. Christman met with PPL on Wednesday. They are in the planning stages and said nothing is finalized. The issue of the pole at the intersection was addressed and will be moved back 11 feet and will be 4-foot around versus 8 feet. Mr. Bonanno believes that will take care of the site distance issues. He is meeting with them on February 7 and will have an update for the February 12<sup>th</sup> meeting. They are talking with HMC.</p> <p>Supervisor Moyer stated it is the hope of this Board that the transmission lines will go underground where possible.</p>
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**ACCOUNTS PAYABLE and PAYROLL:**

Chairwoman Cort made a motion to approve accounts payable in the amount of \$319,481.15 and Payroll of \$337,596.35. Supervisor Moyer seconded the motion. **Motion carried 5-0.**

**VISITOR/PUBLIC COMMENTS:**

Mr. Rich Gamble asked Supervisor Zmuda how we would have voted on the budget as he was absent for the vote. Supervisor Zmuda stated he would have voted for the budget.

Ms. Lindsay Drew asked if documents could be linked to the agenda so that the public would be able to review them before the meeting and be able to offer comments.

**ADJOURNMENT:**

Chairwoman Cort made a motion to adjourn the meeting at 7:47 p.m. Supervisor Moyer seconded the motion. **Motion carried 5-0.**

**SUBMITTED BY:**

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Richard Zmuda  
Township Secretary