

**TOWNSHIP OF DERRY**  
**INDUSTRIAL & COMMERCIAL DEVELOPMENT AUTHORITY**  
**MEETING NOTES**  
**JUNE 20, 2019**

**CALL TO ORDER**

Supervisor Engle called the June 20, 2019 Regular Meeting of the Industrial & Commercial Development Authority to order at 6:00 pm in the meeting room of the Township of Derry Municipal Complex, 600 Clearwater Road, Hershey, PA. A roll call was completed after the pledge of allegiance.

**THE FOLLOWING WERE IN ATTENDANCE**

**BOARD MEMBERS:**

Justin C. Engle, Chairman  
Brian Shiflett, Vice Chairman  
Marc Moyer  
James Ingalzo

**ALSO PRESENT:**

Christopher Christman, ICDA Mgr., Asst. Sec'y, Asst. Treas.  
Marie Sirkot, Administrative Assistant  
Jeffrey Engle, Solicitor, Shaffer & Engle Law Offices  
Julie Echterling, Recorder

**MEMBER ABSENT:**

Thomas Fowlston

**Public in Attendance:**

The following were in attendance: Lori Althoff, Diana M. Reed & Assoc., Jennifer Beck, Hershey Co., Garrett Gallia, HE&R, Lou Verdelli, RBC Capital Markets, Greg Koussis, Capital Construction Mgmt., Scott Shearer, PFM Financial Advisors, Ben Kapenstein, PFM Financial Advisors.

**APPROVAL OF REGULAR MEETING MINUTES:**

Vice Chairman Shiflett made a motion to approve the minutes for the February 21, 2019 regular meeting. Mr. Ingalzo seconded the motion. **Motion carried 4-0.**

**PUBLIC COMMENTS:**

There were no public comments.

**NEW BUSINESS:**

**UPDATE ON GIANT CENTER REFINANCING:**

Mr. Verdelli, RBC Capital Markets, provided an update on the progress of the refinancing. They are having bi-weekly calls about refinancing, including one today. They are working on the documentation needed for the Board to approve the refinancing in August. Closing would be in October. He noted that the bond debt services for the Series A would have a principal of \$15.3 million, a maturity date of 2037 with yearly payments of \$1.4 million. He noted there won't be a debt reserve required. He explained that the Series B would be \$20.4 million, have a maturity date of 2037 with a yearly payment of \$1.9 million. He spoke about the benefits of the refinancing. He went over the combined net debt services, the changes and savings for the refinancing.

Mr. Scott Shearer, PFM, discussed the preliminary schedule for the refinancing, including Board approval in August. He spoke about terminating the swap and the settlement of the refinancing in October. Mr. Ben Kapenstein, PFM, stated they can update the Board with a memo in July with the progress of the refinancing. They had a call today and Mr. Christman spoke about the possibility of extending the line of credit in case there are any issues. Mr. Verdelli stated they would be back in August to approve the refinancing and an extension in case something holds up the closing.

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**GIANT CENTER SPORTS LIGHTING REPLACEMENT PROJECT:**

Mr. Christman spoke about the need for the removal of existing, original sports lighting, aisle lighting and controls and replacement of the Eaton Ephesus “Lumadapt” LED lighting fixtures for the Giant Center. He stated it should not exceed \$794,900. The current HID sports lightening is obsolete. Chairman Engle stated that this is coming from a project enhancement fund. Ms. Jennifer Beck, Hershey Company, confirmed.

Mr. Ingalzo made a motion to approve the Giant Center Sports Lighting Replacement Project not to exceed \$794,900 as identified as Agenda Item B. Vice Chairman Shiflett seconded the motion. **Motion carried 4-0.**

**GIANT CENTER FLOOR AND ADA CHAIR REPLACEMENT PROJECT:**

Mr. Christman spoke about the project which included the replacement of Giant Center Floor and ADA seating. He stated the seats are at the end of their life and the cost of the project would be \$199,800.

Mr. Ingalzo made a motion to approve the Giant Center floor and ADA chair replacement project, not to exceed \$199,800. Vice Chairman Shiflett seconded the motion. Vice Chairman Shiflett asked how many chairs are being purchased. Ms. Beck stated they would be replacing 2,531 chairs, which is less than budgeted. Mr. Garrett, HE&R, noted that there are only two manufacturers of these chairs and this bid was the lowest. **Motion carried 4-0.**

**STRUCTURAL ENGINEER REPAIRS TO THE INTERMODAL PARKING GARAGE:**

Mr. Greg Koussis spoke about the repairs needed to the garage. They put out an RFP for the assessment and preparation of the bid documents from structural engineers. Four engineers performed a field inspection, recommendations, specifications and scope of services. He stated this scope includes a field inspection and preparing the bid documents. He is recommending Wardle Engineering because they were the lowest of the four bids received. He noted Wardle Engineering is a one-man operation. He checked his references and he was recommended by High Construction. Mr. Moyer asked if he is a Professional Engineer. Mr. Koussis confirmed ‘yes’ he is one. Mr. Moyer asked if he checked with the Department of State for his license. Mr. Koussis stated they haven’t verified his license. Mr. Koussis asked that the Board allocate a contingency of \$5,000 for possible additional testing that may be needed. He spoke about the timeline of the project with bids projected to go out in the fall and awarding the project at the end of the year so that work can start in March or April. He stated there is a phasing process for the project repairs.

Mr. Ingalzo made a motion to award Wardle Engineering Co. the assessment of structural engineering and preparation of bid documents for the repairs to the Intermodal Parking Garage for \$25,780 with a \$5,000 contingency for additional testing if needed. Chairman Engle seconded the motion. **Motion carried 4-0.**

**PUBLIC COMMENTS:**

There were no public comments.

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**ADJOURNMENT:**

Mr. Moyer made a motion to adjourn the meeting at 6:45 pm. Chairman Engle seconded the motion.

**Motion carried 4-0.**

**SUBMITTED BY:**

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Christopher S. Christman, ICDA Manager  
Assistant Secretary/Assistant Treasurer