

TOWNSHIP OF DERRY
BOARD OF SUPERVISORS MEETING MINUTES
MAY 12, 2020

CALL TO ORDER

On March 30, 2020, PA Governor Wolf put Dauphin County under a Stay-at-Home Order. In order to ensure public safety during the COVID-19 crisis, the May 12, 2020 meeting was held by audio and video conferencing via a Zoom Virtual Webinar and shown live on YouTube on the Derry Township YouTube page.

Chairman Abruzzo called the May 12, 2020 Regular Meeting of the Township of Derry Board of Supervisors to order at 7:12 p.m. via video conferencing with a Zoom Virtual Webinar through the on-line Meeting Room. He advised that all public meetings are recorded for providing accurate notes. After the Pledge of Allegiance, a roll call was performed. He announced that the Board met in Executive Session at 6:30 p.m. to discuss legal matters with construction counsel.

IN ATTENDANCE:

SUPERVISORS

E. Christopher Abruzzo, Chairman
 Natalie L. Nutt, Vice Chairwoman
 Carter E. Wyckoff, Secretary
 Richard D. Zmuda
 Susan M. Cort

ALSO PRESENT:

Christopher Christman, Township Manager
 Chuck Emerick, Director of Community Development
 Thomas Clark, Director of Public Works
 Chief Garth Warner, Police Department
 David Sassaman, Hershey Volunteer Fire Company
 Matthew Mandia, Director of Parks and Recreation
 Cheryl Lontz, Manager of Payroll & Employee Benefits
 Laura O'Grady, Director of Hershey Public Library
 Lauren Zumbrun, Economic Development Manager
 Matt Bonanno, HRG Engineer
 Brian Blahusch, IT Manager
 Julie Echterling, Recorder

VISITOR/PUBLIC COMMENTS:

Mr. Steve Seidl, 450 West Granada Ave., asked the Board to consider allowing residents to drop off yard waste since it is only collected once a month. He noted it would be low risk, outdoors, and social distance could be maintained. Chairman Abruzzo stated they would take it under consideration.

ADOPTION OF MINUTES

Supervisor Cort made a motion to adopt the minutes for the April 21, 2020 Board of Supervisors Special Meeting. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

Vice Chairwoman Nutt made a motion to adopt the minutes for the April 28, 2020 Board of Supervisors Regular Meeting. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

NEW BUSINESS:

DTMA BOND ISSUE:

Mr. Christman spoke about the DTMA General Obligation Bond Series A 2020 for \$9,750,000. He noted DTMA would be 100% responsible for the payments of the bond. Mr. Verdelli went over his presentation. He noted earlier this year they closed on bonds for DTMA which provided a \$436,000 savings. He spoke about interest rates being low and an opportunity for funding Capital projects for

TOWNSHIP OF DERRY
BOARD OF SUPERVISORS MEETING MINUTES
MAY 12, 2020

DTMA. He listed the Capital projects for these bonds. He noted the bond has a 20-year term. He went over the schedule with the plan of settlement on July 16.

Supervisor Wyckoff made a motion to authorizing Administration to work with RBC Capital Markets, as bond underwriter, Public Financial Management, Inc., as financial advisor, and McNees, Wallace & Nurick, LLC, as bond counsel, to prepare the necessary documents for the issuance of Derry Township Municipal Authority, General Obligation Bonds Series A of 2020. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

UPDATE ON 2020 BUDGET:

Mr. Christman provided an overview of the Township's financial standing of the first quarter with consideration of the impact from the COVID-19 pandemic. He provided an overview of how the budgeting and funds were changed for the 2020 budget. He noted the 2020 budget was 25% higher than 2019 because of the tax increases. He showed a graph illustrating that 85% of the General Fund revenues are from Real Estate taxes and Act 511 taxes (Earned income, local services, occupation, amusement, and parking taxes). He spoke about each tax and how the pandemic has impacted these revenues with layoffs and the stay at home order. The analysis was through April 30. He noted there is \$4.8 million cash on hand, which doesn't include required transfers. He noted it is very important to pare down expenses. He spoke about the Capital Reserve Fund and the projects budgeted for 2020. He discussed the following next steps:

- Continue to monitor all revenues
- Close revenue gaps with targeted cuts across the budget
- Immediate deferral of all non-essential capital projects
- Evaluate debt service restructuring to take advantage of the current low interest rate market
- Any current vacancies, beyond those needed for essential services, are being frozen for the remainder of the fiscal year.
- All Township Departments are being evaluated and all existing services reviewed for possible restructuring in the FY2021 budget.

Chairman Abruzzo thanked him for the information. He asked him to do everything possible to avoid another tax increase for the taxpayers.

RESOLUTION 2020-13-FINANCIAL ASSISTANCE WITH PEMA:

Lieutenant Roche spoke about Resolution 2020-13, which they are required to submit for the Public Disaster Assistance Application and Agreement for Financial Assistance with the PEMA relative to the COVID-19 pandemic-a federal and state declared disaster.

Chairman Abruzzo made a motion to adopt Resolution 2020-13, designating Township Manager Christopher Christman as the agent for the Township of Derry for the purposes of obtaining financial assistance from the Pennsylvania Emergency Management Agency. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

BID-FINAL COVER SYSTEM STORMWATER MANAGEMENT DEVICES:

Mr. Clark spoke about the bid process for the Final Cover System Stormwater Management Devices Construction project. Six bids were received. He spoke about the bidding categorized by exclusion and

TOWNSHIP OF DERRY
BOARD OF SUPERVISORS MEETING MINUTES
MAY 12, 2020

inclusion. They worked with ARM and they recommended the contract be awarded Harnden Group, LLC.

Supervisor Cort made a motion to award the Stormwater Management Device Construction be awarded to Harnden Group, LLC to include Contingent Bid Items in the amount of \$216,538.00. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

FINANCIAL SECURITY-S-2018-006-761 HILLTOP ROAD:

Supervisor Zmuda made a motion to authorize the full release of cash financial security in the amount of \$14,418.00, which had been provided for the Stormwater Management Plan for 761 Hilltop Road, S-2018-006. Supervisor Cort seconded the motion. **Motion carried 5-0.**

CORRESPONDENCE BOARD/COMMITTEE INFORMATION:

Supervisor Zmuda asked about the status of looking at changing penalties for small amounts of marijuana. Chief Warner spoke about the options available to them and stated he would touch base with the District Attorney and let him know. Supervisor Cort thanked the public for following the guidelines to help protect themselves and others. Vice Chairwoman Nutt spoke about a safety concern received from a resident. Chairman Abruzzo spoke about the letter of commendation they received from the Chief of Hummelstown for Officers Kaufman and Burgwald.

REPORTS:

<u>Police:</u>	Chief Warner spoke about the need for the four new officers they have hired. They will do something public when possible as they have been sworn in today. He thanked the public for their support and gifts. He noted this week is National Police Week. In 2019, 146 officers were killed in the line of duty and another 228 took their life. The ceremonies will be virtual this year.
<u>Public Works</u>	Mr. Clark noted that they have had one resignation and will not be filling that position. He spoke about the concern expressed by a resident on Zero Street/Chocolate Ave. and stated they can put in guardrails in the next three months to solve the issue.
<u>Library</u>	Mrs. O'Grady stated their virtual story time is going well. They should be receiving guidance this week on moving forward on the yellow phase.
<u>Recreation</u>	Mr. Mandia spoke about the abatement and demolition the contractors are doing for the new community center. Once they update the schedule, he will share it with the Board. He spoke about the summer camps and asked the Board to approve moving forward with the programs next week rather than waiting for the next Board meeting. The Board agreed.
<u>Engineer:</u>	Mr. Bonanno stated they have the DEP permit for the Eby Road Pipe Replacement Project.
<u>Community Development</u>	Mr. Emerick scheduled a public hearing for June 23 at 6 p.m. for a vacation rental.
<u>Economic Development</u>	Mrs. Zumbrun spoke about resources for COVID-19 that are available on the website. Downtown Hershey is meeting next week to discuss their Saturday Market on Chocolate, which will begin running on Saturday, June 6. She stated the virtual 5K is still going on.

**TOWNSHIP OF DERRY
BOARD OF SUPERVISORS MEETING MINUTES
MAY 12, 2020**

ACCOUNTS PAYABLE and PAYROLL:

Supervisor Zmuda made a motion to approve accounts payable in the amount of \$148,351.37 and payroll of \$350,713.11. Supervisor Cort seconded the motion. **Motion carried 5-0.**

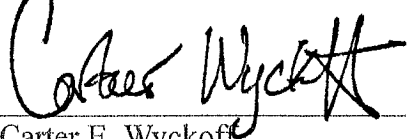
VISITOR/PUBLIC COMMENTS:

Mr. Rich Gamble, Hockersville Road, stated as a retired healthcare professional, he is concerned that the Township would be looking to reduce penalties with marijuana. He believes it is an open door for trafficking. He spoke about all the events that take place in the Township and believes they need to stick with Pennsylvania law. He spoke about the risk factors and addiction problems.

ADJOURNMENT:

Supervisor Zmuda made a motion to adjourn the meeting at 8:30 p.m. Supervisor Cort seconded the motion. **Motion carried 5-0.**

SUBMITTED BY:



Carter E. Wyckoff
Township Secretary