

**TOWNSHIP OF DERRY**  
**BOARD OF SUPERVISORS MEETING MINUTES**  
**JANUARY 3, 2022**

**CALL TO ORDER**

Supervisor Abruzzo called the January 3, 2022, Regular Meeting of the Township of Derry Board of Supervisors to order at 7:00 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. Before the pledge of Allegiance, he announced that no Executive Session was held before the meeting. He noted Michael Corado was absent because of a medical issue.

**IN ATTENDANCE:**

**SUPERVISORS**

E. Christopher Abruzzo, Chairman  
Natalie L. Nutt, Vice Chairwoman  
Carter E. Wyckoff, Secretary  
Richard D. Zmuda  
Michael P. Corado-Absent

**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  
Alison Trautmann, Director of Hershey Public Library  
Matt Bonanno, HRG Engineer  
Julie Echterling, Recorder

**Public in Attendance:**

The following were in attendance: Josh Smith, Louis Paoletti, Linda Eyer, Geoffrey Crout

**SWEARING IN OF SUPERVISOR:**

Judge Edward Marsico swore in Louis Paoletti as Tax Collector and Christopher Abruzzo as Supervisor. After they were sworn in, a roll call was completed.

**VISITOR/PUBLIC COMMENTS:**

There were no public comments offered.

**REORGANIZATION:**

Supervisor Abruzzo made a motion to appoint Township Manager, Christopher Christman, as temporary Chairman of the Board of Supervisors. Supervisor Nutt seconded the motion. **Motion carried 4-0.**

**RESOLUTION 2022-01: BOARD OF SUPERVISORS:**

Supervisor Wyckoff made a motion to appoint Supervisor Abruzzo as Chairman, Supervisor Nutt as Vice Chairwoman and Supervisor Wyckoff as Township Secretary for the year 2022. Supervisor Nutt seconded the motion. **Motion carried 4-0.**

Chairman Abruzzo made a motion to appoint Mr. Christopher Christman as Township Assistant Secretary for the year 2022. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

Vice Chairwoman Nutt made a motion to appoint Mr. Christopher Christman as Township Treasurer for the year 2022. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

Chairman Abruzzo made a motion to appoint Grim, Biehn and Thatcher as Township Solicitor for the year 2022. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

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Vice Chairwoman Nutt made a motion to appoint HRG as Township Engineer for the year 2022. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

Chairman Abruzzo made a motion to adopt **Resolution 2022-01** a resolution of the Township of Derry, Dauphin County, Pennsylvania appointing Supervisor Abruzzo as Chairman and Supervisor Nutt as Vice Chairwoman of the Board of Supervisors, Supervisor Wyckoff as Township Secretary, Mr. Christman as Assistant Township Secretary and Township Treasurer, Grim, Biehn and Thatcher as Township Solicitor, and HRG as Township Engineer for the year 2022. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

**RESOLUTION 2022-02 - MANAGER'S BOND LIMIT:**

Supervisor Zmuda made a motion to approve **Resolution 2022-02** 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 2022. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**RESOLUTION 2022-03-DELEGATES TO STATE CONVENTION:**

Supervisor Zmuda made a motion to approve **Resolution 2022-03** electing Supervisor Zmuda as Delegate and Supervisor Wyckoff as Alternate Delegate to the 2022 State Convention. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**RESOLUTION 2022-04-DEPOSITORIES FOR TOWNSHIP FUNDS:**

Vice Chairwoman Nutt made a motion to approve **Resolution 2022-04** that hereby resolved and enacted by the Board of Supervisors of the Township of Derry, Dauphin County, Pennsylvania, that PNC Bank, Santander Bank, Pennsylvania Local Government Investment Trust, Northwest Bank, Fulton Bank, Wells Fargo, First National Bank, 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 2022, 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. Be it further resolved and enacted, that after any such funds have been deposited in said regular designated depositories by the Township Treasurer, the Township Treasurer and his surety or sureties shall thereafter be relieved of all liability occasioned by the failure or insolvency of said depositories. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

**RESOLUTION 2022-05- HERSHEY FIREMAN'S RELIEF ASSOCIATION:**

Vice Chairwoman Nutt made a motion to approve **Resolution 2022-05**, be it resolved and enacted, and it is hereby resolved and enacted by the Board of Supervisors of the Township of Derry, Dauphin County, Pennsylvania, as follows: whereas, the Township of Derry has been afforded protection by the Hershey Volunteer Fire Company, which has a Fireman's Relief Association. Now, therefore, be it resolved and enacted, that the Township of Derry will pay over to the Hershey Fireman's Relief Association all monies received from Foreign Fire Insurance Tax for the year 2022. Chairman Abruzzo seconded the motion. **Motion carried 4-0.**

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**BOARD OF SUPERVISOR APPOINTMENTS:**

**Board of Library Directors:**

Chairman Abruzzo made a motion to reappoint Chairman Abruzzo of the Board of Supervisors to the Board of Library Directors for a three-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**Parks and Recreation Advisory Board:**

Chairman Abruzzo made a motion to appoint Supervisor Corado of the Board of Supervisors to the Parks and Recreation Advisory Board for an unexpired five-year term (12/31/2025). Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

**Police Pension Advisory Board:**

Chairman Abruzzo made a motion to reappoint Secretary Wyckoff and appoint Supervisor Corado to the Police Pension Advisory Board for a one-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**Tax Collection Association:**

Chairman Abruzzo made a motion to reappoint Supervisor Zmuda to the Tax Collection Association for a two-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**Library Endowment Trust:**

Chairman Abruzzo made a motion to reappoint Chairman Abruzzo to the Library Endowment Trust for a one-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**Subdivision and Land Development Plan Preapplication Review Committee:**

Chairman Abruzzo made a motion to reappoint Secretary Wyckoff & Supervisor Zmuda to the Subdivision and Land Development Plan Preapplication Review Committee for a one-year term. Vice Chairwoman seconded the motion. **Motion carried 4-0.**

**Transportation Liaisons:**

Chairman Abruzzo made a motion to reappoint Supervisor Zmuda and Vice Chairwoman Nutt as Transportation Liaisons for a one-year term. Supervisor Wyckoff seconded the motion. **Motion carried 4-0.**

**Derry Township and Derry Township School District Working Group:**

Chairman Abruzzo made a motion to reappoint Chairman Abruzzo and Vice Chairwoman Nutt to the Derry Township and Derry Township School District Working Group for a one-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**APPOINTMENTS TO AUTHORITIES, BOARDS AND COMMITTEES**

**General Authority Board:**

Vice Chairwoman Nutt made a motion to reappoint Geoffrey Crout to the General Authority for a five-year term. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

Vice Chairwoman Nutt made a motion to appoint Jeff Sirkot for a two-year term to the General Authority Board. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

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**Industrial Commercial Development Authority:**

Chairman Abruzzo made a motion to appoint Matthew Wildasin for a two-year term to the Industrial and Commercial Development Authority. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**Board of Library Directors:**

Vice Chairwoman Nutt made a motion to reappoint Jordan Yeagley and appoint Karen Golin to the Board of Library Directors for three-year terms. Chairman Abruzzo seconded the motion. **Motion carried 4-0.**

**Municipal Authority:**

Supervisor Wyckoff made a motion to reappoint Ronald Furlan to the Municipal Authority for a five-year term. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

**Parks and Recreation Advisory Board:**

Chairman Abruzzo made a motion to appoint Jack Bishop to the Parks and Recreation Advisory Board for a five-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

Vice Chairwoman Nutt made a motion to appoint Katherine English to the Parks and Recreation Advisory Board for the unexpired five-year term of Mr. Corado (12/31/2023). Supervisor Wyckoff seconded the motion. **Motion carried 4-0.**

**Planning Commission:**

Vice Chairwoman Nutt made a motion to appoint Michael Guntrum for a four-year term to the Planning Commission. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

**Police Pension Authority Board:**

Vice Chairwoman Nutt made a motion to reappoint Louis Verdelli to the Police Pension Authority Board for a one-year term. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

**Shade Tree Commission:**

Chairman Abruzzo made a motion to reappoint Sandra May for a one-year term to the Shade Tree Commission. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

Chairman Abruzzo made a motion to reappoint David Heidelmark for a two-year term to the Shade Tree Commission. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**Tax Collection Association:**

Vice Chairman Nutt made a motion to reappoint Linda Eyer to a three-year term, appoint Kim O'Connell to an unexpired three-year term (12/31/2022) and appoint Robert Cerminara to an unexpired three-year term (12/31/2023) to the Tax Collection Association. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

**Uniform Construction Code Appeals Board:**

Chairman Abruzzo made a motion to reappoint Christopher Dawson for a five-year term to the Uniform Construction Code Appeals Board. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

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**Vacancy Board:**

Vice Chairwoman Nutt made a motion to reappoint Kelly Fedeli for a one-year term to the Vacancy Board. Chairman Abruzzo seconded the motion. **Motion carried 4-0.**

**Zoning Hearing Board:**

Supervisor Wyckoff made a motion to appoint Thomas DeDonatis for a five-year term to the Zoning Hearing Board. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**STAFF APPOINTMENTS:**

**Capital Region Council of Governments:**

Chairman Abruzzo made a motion to reappoint Tom Clark to the Capital Region Council of Governments for a one-year term and reappoint Christopher Christman as an alternate. Supervisor Wyckoff seconded the motion. **Motion carried 4-0.**

**Emergency Management Coordinator & Deputy Coordinators:**

Chairman Abruzzo made a motion to reappoint Lt. Tim Roche as the Emergency Management Coordinator for a one-year term and appoint Brian Blahusch as Deputy Coordinator for a one-year term for the Emergency Management Agency. A second Deputy Coordinator position will remain vacant at this time. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**Tri-County Regional Planning:**

Chairman Abruzzo made a motion to reappoint Christopher Christman to the Tri-County Regional Planning for a one-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**Sewage Enforcement Officer**

Supervisor Abruzzo made a motion to reappoint Jeremy Bentz as the Sewage Enforcement Officer for a one-year term. Supervisor Wyckoff seconded the motion. **Motion carried 4-0.**

Chairman Abruzzo thanked everyone who has served and has agreed to serve their community. He spoke of trying to give residents a chance to serve. He congratulated Supervisor Wyckoff for his appointment to the Dauphin County Planning Commission.

**CONSENT CALENDAR**

Vice Chairwoman Nutt made a motion to approve the following items on the Consent Calendar:

1. December 21, 2021 Board of Supervisors Regular Meeting Minutes.
2. Accounts Payable of \$158,383.07 and Payroll of \$284,028.79.

Chairman Abruzzo seconded the motion. **Motion carried 4-0.**

**NEW BUSINESS:**

**RESOLUTION 2022-06-POLICE PENSION CONTRIBUTION RATE**

Mr. Christman spoke about Act 600 which requires the Board to set member contribution rates to the police pension plan for each year. The 2022 MMO for the police pension plan is \$563,658. The Township is required to allocate enough State Aid to cover this amount in addition to member contributions of 4% of wages.

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Vice Chairwoman Nutt made a motion to pass **Resolution 2022-06** establishing the contribution rate for the Police Pension fund for 2022 for 4% of wages. Supervisor Wyckoff seconded the motion. **Motion carried 4-0.**

**WARRANT ANALYSIS FOR COCOA AVE AND GOVERNOR RD INTERSECTION:**

Mr. Christman spoke about the requested warrant analysis requested by the Transportation Committee. The study would review a left turning movement at Cocoa Avenue and Governor Road. HRG is recommending the Township complete the analysis of the intersection to determine if left-turn arrows are feasible. The cost for the scope of work would be \$2,800, which would be billed against the Township Engineer's line item. He noted there could be an additional step in this process which would be \$2,500 if warranted.

Supervisor Zmuda made a motion to authorize HRG, Inc. to complete Part 2 of the Scope of Services in their letter dated November 17, 2021 for an amount not to exceed \$2,800.00. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**CORRESPONDENCE BOARD/COMMITTEE INFORMATION:**

There was no Board or Committee information shared by the Board.

**REPORTS:**

|                     |  |
|---------------------|--|
| <u>Police</u>       | Chief Warner thanked Public Works and the Hershey Fire Department for their work in the successful New Year's Celebration.   |
| <u>Fire</u>         | Mr. Sassaman stated they will be voting in their leadership at tomorrow's meeting. He stated he would be the representative for 2022 to the Township Board of Supervisors.   |
| <u>Public Works</u> | Mr. Clark stated they will continue to collect Christmas trees through the end of January. They are cleaning up the Public Work building and starting other indoor projects. |
| <u>Engineer</u>     | Mr. Bonanno thanked the Board for their appointment and for a successful year.   |

**VISITOR/PUBLIC COMMENTS:**

Mr. Paioletti thanked the Board for allowing him to be sworn in tonight during the meeting.

**ADJOURNMENT TO EXECUTIVE SESSION:**

Supervisor Zmuda made a motion to adjourn the meeting and move to Executive Session to discuss a land issue at 7:58 p.m. Vice Chairwoman Nutt seconded the motion. **Motion carried 4-0.**

**SUBMITTED BY:**

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Carter E. Wyckoff  
Township Secretary