

**TOWNSHIP OF DERRY**  
**BOARD OF SUPERVISORS MEETING MINUTES**  
**JANUARY 3, 2023**

**CALL TO ORDER**

Supervisor Abruzzo called the January 3, 2023 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. After the pledge of Allegiance, a role call was performed. He announced an Executive Session was held at 6 p.m. and property issues were discussed.

**IN ATTENDANCE:**

**SUPERVISORS**

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

**ALSO PRESENT:**

Christopher Christman, Township Manager  
Chuck Emerick, Director of Community Development  
Robert Piccolo, Assistant Director of Public Works  
Chief Garth Warner, Police Department  
Alison Jacobine, Director of Hershey Public Library  
Matt Bonanno, HRG Engineer  
Becky Sweigart, Public Outreach Coordinator  
Julie Echterling, Recording Secretary

**Public in Attendance:**

Tracy Brown, Olivia Lewis, Christian Corado, Victoria Corado, Luke Sheppard

**VISITOR/PUBLIC COMMENTS:**

Mr. Luke Sheppard, 243 Clark Road, is concerned with the recent increase in the daily rate for the new Community Center. He stated it used to cost \$4 a day and now is up to \$10 a day. He is a college student at home using the gym with his friends and was surprised by such an increase. When he asked about it, they said it had to do with the middle school students paying and just hanging out and this was to keep them out. He spoke about the prior center where the kids were allowed to hang out after school. He is sad to hear this and hopes this starts a discussion. Mr. Jackson said it was not aimed at keeping anyone out of the Center. He stated once they go past the desk, they can use any of the facilities and they cannot regulate what they are using.

**REORGANIZATION:**

Supervisor Abruzzo turned the meeting over to Mr. Christman. Mr. Christman asked for nominations for the Board of Supervisors.

**RESOLUTION 2023-01: BOARD OF SUPERVISORS:**

Supervisor Nutt made a motion to appoint Supervisor Abruzzo as Chairman, Supervisor Nutt as Vice Chairwoman, Supervisor Wyckoff as Township Secretary, Mr. Christopher Christman as Township Assistant Secretary and Township Treasurer, Grim, Biehn and Thatcher as Township Solicitor, and HRG as Township Engineer for the year 2023-adopting **Resolution 2023-01**. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**RESOLUTION 2023-02 - MANAGER'S BOND LIMIT:**

Supervisor Zmuda made a motion to approve **Resolution 2023-02** 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 2023. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

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**RESOLUTION 2023-03-DELEGATES TO STATE CONVENTION:**

Chairman Abruzzo made a motion to adopt **Resolution 2023-03** electing Supervisor Zmuda as Delegate and Supervisor Wyckoff as Alternate Delegate to the 2023 State Convention. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**RESOLUTION 2023-04-DEPOSITORIES FOR TOWNSHIP FUNDS:**

Vice Chairwoman Nutt made a motion to approve **Resolution 2023-04**, 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 2023, 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 5-0.**

**RESOLUTION 2023-05- HERSHEY FIREMAN'S RELIEF ASSOCIATION:**

Supervisor Zmuda made a motion to adopt **Resolution 2023-05**, 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 2023. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**BOARD OF SUPERVISOR APPOINTMENTS:**

**Board of Library Directors:**

Chairman Abruzzo made a motion to reappoint Vice Chairwoman Nutt of the Board of Supervisors to the Board of Library Directors for a three-year term. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**Tax Collection Association:**

Supervisor Wyckoff made a motion to reappoint Vice Chairwoman Nutt to the Tax Collection Association for a one-year term. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**Library Endowment Trust:**

Vice Chairwoman Nutt made a motion to reappoint Chairman Abruzzo to the Library Endowment Trust for a one-year term. Supervisor Wyckoff seconded the motion. **Motion carried 5-0.**

**Police Pension Advisory Board:**

Vice Chairwoman Nutt made a motion to reappoint Supervisors Corado & Wyckoff to the Police Pension Advisory Board for a one-year term. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

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

Vice Chairwoman Nutt made a motion to reappoint Supervisors Wyckoff & Zmuda to the Subdivision and Land Development Plan Preapplication Review Committee for a one-year term. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**Transportation Liaisons:**

Supervisor Wyckoff made a motion to reappoint Supervisor Zmuda and Vice Chairwoman Nutt as the Transportation Liaisons for a one-year term. Supervisor Corado seconded the motion. **Motion carried 5-0.**

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

Supervisor Wyckoff 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. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**APPOINTMENTS TO AUTHORITIES, BOARDS AND COMMITTEES**

**Downtown Core Design Board**

Chairman Abruzzo made a motion to appoint Ajay Patel to the Downtown Core Design Board for a five-year term. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

Supervisor Zmuda made a motion to appoint Jack Raudenbush to the Downtown Core Design Board for a five-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

Chairman Abruzzo made a motion to appoint Tom Hollerbach to the Downtown Core Design Board for a one-year term (unexpired term of S. Cort: 2019-2023). Supervisor Wyckoff seconded the motion. **Motion carried 5-0.**

Supervisor Corado made a motion to appoint Lou Paoletti to the Downtown Core Design Board for a four-year term (unassigned vacant term: 2022-2026). Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

**Board of Library Directors:**

Chairman Abruzzo made a motion to reappoint Geoffrey Crout to the Board of Library Directors for a three-year term. Supervisor Corado seconded the motion. **Motion carried 5-0.**

Vice Chairwoman Nutt made a motion to appoint Sally Copeland to the Board of Library Directors for a one-year term (unexpired term of S. Kreider: 2021-2023). Supervisor Corado seconded the motion. **Motion carried 5-0.**

**Municipal Authority:**

Chairman Abruzzo made a motion to reappoint David Feidt to the Municipal Authority for a five-year term. Supervisor Corado seconded the motion. **Motion carried 5-0.**

Chairman Abruzzo made a motion to appoint Kelly Heffner Means to the Municipal Authority for a five-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

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Vice Chairwoman Nutt made a motion to appoint Bob Cerminara to the Municipal Authority for a three-year term (unexpired term of J. Canavan: 2021-2025). Supervisor Corado seconded the motion. **Motion carried 5-0.**

**Parks and Recreation Advisory Board:**

Supervisor Wyckoff made a motion to appoint Andrew Billingsley to the Parks and Recreation Advisory Board for a five-year term. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**Planning Commission:**

Chairman Abruzzo made a motion to reappoint Thomas Wilson for a four-year term to the Planning Commission. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

**Police Pension Advisory Board:**

Vice Chairwoman Nutt made a motion to reappoint Louis Verdelli to the Police Pension Advisory Board for a one-year term. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

**Shade Tree Commission:**

Chairman Abruzzo made a motion to reappoint Lou Verdelli to the Shade Tree Commission for a five-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

Chairman Abruzzo made a motion to appoint Vicki Caloiero to the Shade Tree Commission for a five-year term. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

**Tax Collection Association:**

Vice Chairman Nutt made a motion to reappoint Kim O'Connell for a one-year term to the Tax Collection Association. Supervisor Wyckoff seconded the motion. **Motion carried 5-0.**

**Uniform Construction Code Appeals Board:**

Chairman Abruzzo made a motion to reappoint Tom DeDonatis for a five-year term to the Uniform Construction Code Appeals Board. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

Vice Chairwoman Nutt made a motion to appoint Geoffrey Crout for a five-year term to the Uniform Construction Code Appeals Board. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**Vacancy Board:**

Chairman Abruzzo made a motion to appoint Michael Angello for a one-year term to the Vacancy Board. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**Zoning Hearing Board:**

Supervisor Wyckoff made a motion to appoint William Tafuto for a five-year term to the Zoning Hearing Board. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

**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 Christopher Christman as the alternate. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

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**Emergency Management Coordinator & Deputy Coordinators:**

Vice Chairwoman Nutt made a motion to reappoint Lt. Tim Roche as the Emergency Management Coordinator for a one-year term for the Emergency Management Agency.

Vice Chairwoman Nutt made a motion to reappoint Brian Blahusch as the Emergency Management Deputy Coordinator for a one-year term for the Emergency Management Agency.

Vice Chairwoman Nutt made a motion to appoint David Sassaman as the Emergency Management Deputy Coordinator for a one-year term for the Emergency Management Agency. **Motion Carried 5-0.**

**Tri-County Regional Planning:**

Chairman Abruzzo made a motion to appoint Chuck Emerick to the Tri-County Regional Planning for a one-year term. Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

**Sewage Enforcement Officer**

Supervisor Abruzzo made a motion to reappoint Jeremy Bentz as the Sewage Enforcement Officer for a one-year term. Supervisor Corado seconded the motion. **Motion carried 5-0.**

**CONSENT CALENDAR:**

Supervisor Wyckoff made a motion to approve action on the following items on the consent calendar:

1. Adoption of the Board of Supervisors Meeting Minutes for the December 6, 2022 7:00 PM Regular Meeting; and of the Board of Supervisors Meeting Minutes for the December 12, 2022 6:00 PM Public Hearing.
2. Authorize the release of the remaining balance (\$3,693) of the cash financial security provided for the Stormwater Management Plan for Kim Gorsuch and Coby Rudakewiz (506 Randall Circle), S-2021-026.
3. Authorize the release of \$2,425 from the cash financial security provided for the Stormwater Management Plan for Maksim Ryabyy (1502 Kaylor Road), S-2021-021, resulting in a new balance of \$6,839.
4. Authorize the release of the remaining balance (\$3,609) of the financial security provided in the form of Members 1st Federal Credit Union Letter of Credit No. 897854-0000 for the Stormwater Management Plan for NAMRAG, LLC, S-2019-013.
5. Approval of December 20, 2022 Accounts Payable of \$1,339,662.32 and Payroll of \$327,621.50.
6. Approval of January 3, 2023 Accounts Payable of \$452,903.63 and Payroll of \$330,972.64.

Supervisor Zmuda seconded the motion. **Motion carried 5-0.**

**NEW BUSINESS:**

**RESOLUTION 2023-06-APPOINT 2023 CPA FOR FINANCIAL AUDIT:**

Supervisor Zmuda made a motion to adopt **Resolution 2023-06** appointing Zelekofske Axelrod, LLC to examine and audit the accounts of the Township of Derry for the 2022 fiscal year for a sum of \$27,040.

Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

**RESOLUTION 2023-07-POLICE PENSION CONTRIBUTION:**

Mr. Christman stated the 2023 MMO for the police pension plan is \$506,633. 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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Supervisor Corado made a motion to adopt **Resolution 2023-07** establishing the contribution rate for the police pension fund for 2023 at 4% of wages. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

**APPROVAL FOR SALE OF SURPLUS PROPERTY:**

Lieutenant Roche stated in June, the Board authorized advertising for the sale of Township owned property to include five motor vehicles assigned to the Police Department fleet. Subsequently, one of the five motor vehicles was removed from service in early November and publicly advertised for sale using the "Municibid" online auction website beginning December 12 and ending on December 22, 2022. We are requesting that the highest bid be awarded to David Ikner for a bid of \$4,300 for a 2006 silver Chevrolet Impala sedan.

Chairman Abruzzo made a motion to approve the bid/sale of the Township's 2006 silver Chevrolet Impala Sedan for a bid of \$4,300 to David Ikner of Altoona. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

**CORRESPONDENCE BOARD/COMMITTEE INFORMATION:**

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

**REPORTS:**

<u>Engineer</u>	Mr. Bonanno thanked the Board for the reappointment and spoke about the busy year HRG and the Township had with projects. He thanked Mr. Emerick and his Staff.  Chairman Abruzzo spoke of Mr. Bonanno's promotion and thanked him for his 15 years of service to the Township. He noted that Mr. Eric Stump would be coming to the meetings.
<u>Community Development</u>	Mr. Emerick spoke of the need for two hearings and would like to schedule them for February 14 at 6:30 p.m. and 6:45 p.m. Hidden Stills and First Watch restaurants have each requested a liquor license transfer. The Board approved.

**VISITOR/PUBLIC COMMENTS:**

There were no comments offered.

**ADJOURNMENT:**

Supervisor Zmuda made a motion to adjourn the meeting at 7:57 p.m. Vice Chairwoman Nutt seconded the motion. **Motion carried 5-0.**

**SUBMITTED BY:**

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Carter E. Wyckoff  
Township Secretary