



**TOWNSHIP OF DERRY**  
Board of Supervisors Meeting Minutes  
Tuesday, September 26, 2023

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**CALL TO ORDER**

Vice Chairwoman Nutt called the September 26, 2023 Regular Meeting of the Township of Derry Board of Supervisors to order at 7:03 p.m. in the meeting room of the Township of Derry Municipal Complex, 600 Clearwater Road, Hershey, PA. She advised that all public meetings are recorded for providing accurate notes. An Executive Session was held before the meeting where legal and personnel items were discussed. After the Pledge of Allegiance, a roll call was performed.

**ROLL CALL**

**SUPERVISORS PRESENT:**

Natalie L. Nutt  
Carter E. Wyckoff  
Michael P. Corado  
Richard D. Zmuda

**ABSENT:**

E. Christopher Abruzzo

**ALSO PRESENT:**

Christopher S. Christman, Township Manager  
Patrick Armstrong, Township Solicitor  
Tom Clark, Director of Public Works  
Garth Warner, Chief of Police Department  
David Sassaman, Hershey Volunteer Fire Department  
Alison Jacobine, Director of Hershey Public Library  
Zachary Jackson, Director of Parks & Recreation  
Julie Echterling, Recording Secretary  
Becky Sweigart, Public Outreach Coordinator  
Eric Stump, HRG Engineer  
David Habig, Assistant Director of Community Development

**Public in Attendance:**

Richard Gamble, Lisa Greeae, Nancy Parson, Roy Vonderlog, Christine Drexler

**VISITOR/PUBLIC COMMENTS**

There were no public comments offered.

**CONSENT CALENDAR**

**Adoption of the Board of Supervisors Minutes for the September 12, 2023, 7:00 PM Regular Meeting.**

**Release of the financial security provided for the Stormwater Management Plan for 25 Hawthorne Drive, S-2023-005.**

Authorized the release of financial security in the amount of \$7,772 which had been provided as cash for the Stormwater Management Plan for 25 Hawthorne Drive, S-2023-005.

**Approval of September 26, 2023 Accounts Payable of \$434,934.11 and Payroll of \$363,744.63.**

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Supervisor Zmuda made a motion to approve all items on the Consent Calendar. Supervisor Corado seconded the motion. **Motion carried 4-0.**

### NEW BUSINESS

#### **Resolution 2023-18 - Disposition of Public Records:**

Mr. Christman spoke about the legal requirements to dispose Township records. The Finance office would like to dispose of FY2015 records. If approved, the shredding of the documents would take place on October 14 at the Township Shred-It Event.

Secretary Wyckoff made a motion to adopt Resolution 2023 - No. 18 - Disposition of Public Records in accordance with Township of Derry Resolution 319 and the Municipal Records Act of 1968, as amended. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

#### **2024 Minimum Municipal Obligation (MMO) for the Non-Uniformed and Police Pension Plans:**

Mr. Christman stated the projected 2024 MMO for the Non-Uniformed and Police Pension Plans would be \$1,166,192. The estimated offset for this cost from the State Causality Insurance Reimbursement is \$750,000. The actual cost to the Township would be \$416,192 which will be in the 2024 budget.

Vice Chairwoman Nutt made a motion to approve the 2024 MMO for the Non-Uniformed Employees and Police Pension Plans. Secretary Wyckoff seconded the motion. **Motion carried 4-0.**

#### **Resolution 2023-19-submission of a Keystone Grant for Public Library Facilities:**

Mrs. Jacobine spoke about the air conditioning system replacement for the library and how they have applied for the Keystone Grant. The grant is a 50/50 matching grant and this grant could make up the Township's 50% match. The estimate for the replacement is \$270,000.

Supervisor Corado made a motion to adopt Resolution 2023-19 authorizing the execution and submission of a Keystone Grant for Public Library Facilities application for the Hershey Public Library's air conditioning system replacement. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

#### **Request to close North Hockersville Road from Old West Chocolate Avenue to Hersheypark Drive from 11:00 p.m. on Thursday, October 5, 2023, to 5:00 p.m. on Friday, October 6, 2023, for the Annual Antique Automobile Club of America (AACA) Fall Meet being held on the grounds of the Hershey Entertainment Complex:**

Supervisor Zmuda made a motion that the request to close North Hockersville Road (SR2011) from Old West Chocolate Avenue to Hersheypark Drive from 11:00 p.m. on Thursday, October 5, 2023, to 5:00 p.m. on Friday, October 6, 2023, for the Annual Antique Automobile Club of America (AACA) Fall Meet being held on the grounds of the Hershey Entertainment Complex be hereby approved.

Supervisor Corado seconded the motion. **Motion carried 4-0.**

#### **Request to close North Hockersville Road from Old West Chocolate Avenue to Hersheypark Drive from 7:00 a.m. to 5:00 p.m. on Saturday, November 4, 2023, for the Annual PIAA Cross Country Championships being held on the grounds of the Hershey Entertainment Complex:**

Vice Chairwoman Nutt made a motion that the request to close North Hockersville Road (SR2011) from Old West Chocolate Avenue to Hersheypark Drive from 7:00 a.m. to 5:00 p.m. on Saturday, November 4, 2023, for the Annual PIAA Cross Country Championships being held on the grounds of the Hershey Entertainment Complex be hereby approved. Supervisor Corado seconded the motion.

**Motion carried 4-0.**

#### **Time extension- Plan of 208 Clark Road, Plat 1368:**

## **Board of Supervisors Meeting Minutes – September 26, 2023**

Mr. Habig stated the Board conditionally approved the Preliminary/Final Subdivision Plan for 208 Clark Road with several conditions in April 2023. By way of their engineer, they are asking for an extension of the plan until April 23, 2024 to address the outstanding conditions.

Secretary Wyckoff made a motion that the approval of the Preliminary/Final Subdivision Plan of 208 Clark Road, Plat 1368, is extended to April 23, 2024, subject to compliance with items '1' through '15' in the *Assistant Department Head Recommendation* section of this agenda item. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

### **SUPERVISOR BOARD/COMMITTEE REPORTS**

Vice Chairwoman Nutt and Supervisor Zmuda attended the Transportation meeting. They spoke about the last concert of the year, safety issues, Ridge Road pedestrian crossing, DTMA projects and timing, and other safety issues and grants. Supervisors Corado and Wyckoff attended the DTMA meeting where updates on construction projects were discussed.

### **DEPARTMENTAL REPORTS**

#### **Hershey Volunteer Fire Department**

Mr. Sassaman reminded everyone of the Soup Cookoff this Saturday, September 30 from 11:00 a.m. to 2:00 p.m.

#### **Public Works**

Mr. Clark stated they are gearing up for leaf collection, which will start on Monday, October 2.

#### **Library**

Mrs. Jacobine stated that October 7 is the Chocolate Town Book Festival from 11:00 a.m. to 3:00 p.m. Fifty local authors will be attending.

#### **Township Engineer**

Mr. Stump spoke about some upcoming grant opportunities with the Tri-County Planning that will open in November. He spoke about the HATS meeting and updating projects.

#### **Community Development**

Mr. Habig gave dates for a public hearing for a liquor license transfer at 6:45 p.m., prior to one of the regular meetings in October. Solicitor Armstrong was going to check with the applicant.

#### **Township Manager**

Mr. Christman spoke of the DTMA project for Ridge Road and Chocolate Avenue. There is a court case where stormwater fees are being challenged. This could change the way these fees are regulated. Because of this, DTMA is required to have the Township guarantee the \$3.2 million loan. He asked the Board if they would like Staff to prepare something for the October meeting. The consensus of the Board was to move forward with this being on the October agenda.

### **VISITOR/PUBLIC COMMENTS**

Mr. Rich Gamble, 39 Hockersville Road, spoke about the issue with his sidewalk flooding when it rains. This issue started when they paved the road and did not provide a curb. He and Mr. Clark spoke about the issue and Mr. Clark will talk to PennDOT when they come to town to work on the roads. Mr. Gamble also asked the Board to consider working on the entertainment tax as the Township only receives 85 cents per ticket. With the cost of living going up, he believes HE&R should help pay for the roads and schools.

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Ms. Christine Drexler thanked the Board for a nice meeting.

**ADJOURNMENT**

Secretary Wyckoff made a motion to adjourn the meeting at 7:35 p.m. Supervisor Zmuda seconded the motion. **Motion carried 4-0.**

**SUBMITTED BY:**

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Carter E. Wyckoff, Township Secretary