

**MINUTES OF THE MEETING
DERRY TOWNSHIP MUNICIPAL AUTHORITY
670 CLEARWATER ROAD
HERSHEY, PA 17033
MONDAY, APRIL 25, 2022**

The Derry Township Municipal Authority Board held its regular meeting on Monday, April 25, 2022, in the Conference Room of the Authority's Administration Building, 670 Clearwater Road, Hershey, Pennsylvania. The meeting was also available to Board members, Consultants and Advisors, and the general public virtually through GoToMeeting. Chairman Feidt called meeting to order at 6:00 p.m.

ROLL CALL

Attendees	In-Person	Virtually
Board Members		
John Canavan	X	
Christopher Christman		
Charles Duncan		
David Feidt	X	
Ronald Furlan	X	
Brian Link		X
Carter Wyckoff		X
Staff		
William Rehkop (Executive Director)	X	
Kimberly Bloom (Deputy Director)	X	
Michael Postick (Staff Engineer)	X	
Michael Shambaugh (Network Systems Manager)	X	
Dennis Beck (Comptroller)	X	
Sarah Ryan (Stormwater Program Manager)	X	
Consultants		
Darrell Dethlefs (Dethlefs Pykosh)	X	
Colin O'Brien (Brown and Caldwell)		X
Ed Ellinger (HRG)	X	
Steve McGuire (Brown and Caldwell)		X
Other Attendees		
Kevin Fox (Resident)	X	
Melissa DiSanto Castellano (Swatara Township Authority)	X	
Allison Mancuso (Swatara Township Authority)	X	

PUBLIC COMMENT

Melissa DiSanto Castellano and Allison Mancuso from the Swatara Township Authority (STA) attended the meeting to answer any questions that Board or Staff may have regarding their biosolids dryer project. The Director noted that DTMA is moving forward with its biosolids management improvements project to include a new drum dryer and gasification system. The project includes partnering with EcoRemedy for the purchase of a dryer and gasification system which will provide a very efficient process for treating DTMA's sludge and, in turn, provide additional capacity to treat sludge from neighboring municipalities. As part of the project, Material Matters has reached out to surrounding municipalities to see what interest there may be for acceptance of hauled-in biosolids from other treatment plants. Currently, there are 4 or 5 treatment plants in our region that would consider DTMA's regional facility as either a primary solution for their sludge disposal or as a backup to their current management process.

Mrs. Castellano noted that STA has been reviewing their dryer replacement project for several years and is now ready to proceed with purchasing a Huber dryer. They have recently notified the municipalities they serve (stakeholders) that the dryer project is now moving forward. Prior to their receiving notification of the STA project, a few of STA's stakeholders approached DTMA for information about the regional biosolids processing facility that DTMA is considering. The stakeholders then approached STA with the information and asked STA to evaluate this option as an alternative to having to purchase their own dryer at a significant expense. STA stated that their project was in the approval stage and felt that the DTMA option for processing their sludge was not a viable solution at this time. Since it was brought to Staff's attention that STA would be proceeding with their project and would not be considering using DTMA's biosolids program, the STA stakeholders were not contacted by Material Matters as part of the study of potential customers for the regional facility.

APPROVAL OF PREVIOUS MINUTES

R. Furlan made a motion to approve the Minutes of the March 28, 2022 Board meeting. J. Canavan seconded. The motion passed unanimously by voice vote.

APPROVAL OF TREASURER'S REPORT AND BILLS FOR PAYMENT

Staff presented the March Bills for Payment and Treasurer's Report for approval. J. Canavan made a motion to approve the reports, seconded by B. Link. The motion passed unanimously by voice vote.

STAFF UPDATES AND REPORTS

LONDONDERRY PROJECTS UPDATE

Londonderry Estates Development Low Pressure Sewer Project

The low pressure system installation is substantially complete with only minor punch list items remaining to be completed over the next month. The Authority will perform a final walk-through inspection and will issue a letter to Londonderry Township (Township) once all items are completed. Upon completion of the final inspection, Londonderry Township will proceed with a Notice to Connect Letter to the residents. At that time, Staff will prepare a Sewer Capacity Purchase Agreement for the Township's signature, setting forth the number of connections and applicable tapping fees for this residential community. Once the residents are notified of the opportunity to connect, the Authority will work with each resident to obtain a building sewer connection permit. A Grinder Pump Agreement will also need to be signed by each resident in order for the building sewer permit to be issued. After the resident's building sewer is installed and has passed inspection, the sewer account will be created and the billing process will commence.

Londonderry Township and the Authority have previously executed an Intermunicipal Agreement (IMA) & Lease Agreement to serve this community. No transfer of assets or deed of dedication is required to be executed at this time and until the Township's Pennvest funding has been paid in full.

S.R. 230 Corridor Sewer Extension Project

Wexcon continues construction of the water and sewer system installations along S.R. 230. According to the most recent progress meeting on April 18th, both systems will be operational by July/August 2022.

The Director met with Steve Letavic, Township Manager, on March 29th to share the findings of DTMA's tapping fee and sewer rate analysis to serve the residential and commercial establishments along SR 230. Mr. Letavic was very pleased with the information provided and the Authority's willingness to develop a tapping fee and rate structure that lessens the financial impact for the Township's constituents. Also discussed was the next phasing of the residential and commercial sewer connections along SR 230. Mr. Letavic's preference is to proceed with the connection of the three (3) mobile home parks (MHPs) in the

initial phase. The Southwest Plant has available capacity to accept additional flows from at least two of the MHPs prior to the completion of the Southwest Plant upgrade. It was agreed that a short- and long-term sewer phasing plan along SR 230 should be developed in collaboration by both entities to help residential and commercial establishments understand the timing of the availability for public sewer.

Solicitor Pykosh and Staff are currently drafting the Intermunicipal Agreement (IMA) to serve the SR 230 corridor for the Township's review and comment. The IMA will need to be fully executed prior to the completion of the sewer system installation and dedication to the Authority.

Mr. Letavic and the Director held a meeting with the warehouse developers on April 5th. The developers stated that they have invested approximately \$7 million for the installation of the sewer system along SR 230 and are desirous of instituting a reimbursement fee to be paid by the MHPs and future development along SR 230 to help recover those costs. DTMA provided the developers with a sensitivity analysis as a projection for potential cost reimbursement over a 10 year period. The developer will contact DTMA with their decision for their requested price per gallon for the reimbursement component of the Authority's tapping fee.

CONSTRUCTION CONTRACTS UPDATE

Clearwater Energy Enhancements Project [Contracts 2020-02G, 2020-02E, 2020-02H]

A construction progress meeting for this project is scheduled for April 26, 2022. All three Contractors continue to make progress on the remaining submittals as well as progress on construction components. Eastern's subcontractor, JG Environmental, has progressed significantly with the cleaning of the contents of the Secondary Digester, as authorized under contract Change Order No. 2. Payment will be made based on actual volume of grit and debris removed. With the completion of the digester cleaning, Eastern will begin the contract work relating to the modifications to the digester (e.g. new cover, new mixing system).

Raw Sewage Pumps Replacement [Contract 2020-03]

Progress on this project has been minimal during the reporting period, as both contractors await equipment deliveries and a replacement of the damaged emergency power ATS.

ESD Cladding System [COSTARS]

Work continues to progress on this project with the cladding framework and support system having been completely installed as well as the majority of the panels. Staff have identified some possible dents or warping on several of the panels; BC, Staff and the contractor are working on solutions to correct this. The site work for this project is anticipated to be substantially complete and ready for final inspection by the end of April.

Primary Sludge Pump Replacement Project [Contracts 2021-01G, 2021-01E]

Staff and HRG notified the contractor, JP Environmental, that they may now begin their onsite work. To date, the contractor has not provided an intended start date.

2021 Sanitary Sewer and Storm Sewer Rehabilitation Project

On-site work continues for both Contracts. Farhat Excavating, LLC has started work on the Clark Road and Sand Hill Road storm water replacement. A Verizon conflict was identified in the field with the proposed storm water replacement. HRG worked with all parties to identify a solution to the conflict which arose due to Verizon responding "no-conflicts" during the design PA One Call. Verizon moved the existing communication lines to allow for installation of the proposed storm water pipes.

In addition, DTMA Staff requested the existing 15-inch CMP storm water pipe that crossed Clark Road be removed and have the storm water re-routed due to possible conflicts. HRG sent a Work Change Directive to DTMA on April 18th to incorporate the additional work. Farhat has since completed this work.

Standard Pipe Services, LLC (SPS) has completed all sanitary and storm lining except for one storm water line which was previously discussed to be removed from the project. SPS is projected to complete the work soon. Once all work is substantially complete, a walkthrough will be scheduled to identify any remaining punch list items to be completed prior to final acceptance. Some additional work is also being considered for the replacement or lining of more pipe that has failed.

ENGINEERING STATUS REPORT

NPDES Permit Renewal

The PADEP completed the 30 day public comment period for the Clearwater WWTP as required by the permit renewal process. Staff is awaiting a final permit from PADEP. On March 29th, PADEP issued a draft permit for the Southwest WWTP and is currently under the 30 day public comment period. Any Staff comments will be provided to PADEP by the review deadline.

Southwest WWTP Upgrade and Expansion Project (Phase 1)

As previously mentioned to the Board, public bidding for this project was placed on hold until receipt of an announcement regarding the award of the US EDA Grant. On April 11th, US EDA informed the Authority of their decision to proceed to the next step of the grant award process. Staff discussed with Hazen the federal requirements that will need to be included in the bid specifications. Staff and Hazen continue to coordinate with Londonderry Township on the necessary land development plan and building permit approvals prior to construction. The Township informed the Authority that a full land development plan submission and approval will not be needed; however, a Stormwater Management (SWM) Plan submission will be required.

Spring Creek Interceptor Upgrade Project

A non-mandatory pre-bid conference for the project was held with prospective bidders on April 6th, and bids were opened on Tuesday, April 19th. Four (4) bids were received, ranging in costs from \$1,581,638 to \$1,997,090, with less than \$50,000 between the two apparent low bidders. Three draft (3) legal agreements, with associated easement exhibits and legal descriptions, are currently being finalized by Staff, HRG and DTMA's Solicitor to accommodate the installation of the new sewer pipe on other properties (e.g. Hershey Trust). The WQM Part II permit was received from PADEP on April 1st. Staff is awaiting receipt of the Norfolk Southern permit.

Contract award for the Spring Creek Interceptor Upgrade requires construction contract administration as well as full-time field inspection by a resident project representative. HRG has prepared a Spring Creek Interceptor Upgrade – Bidding & Construction Proposal to account for bidding procedures already completed and to offer construction administration and inspection services for the duration of the work performed by the project contractor. The services offered by HRG are listed in detail in their proposal for a total estimated fee of \$193,000.

High Meadow Pump Station Replacement

HRG has initiated their work for the design of the HMPS replacement. Topographic mapping of the area was received, and surveying will commence upon mark-out of the existing force main. DTMA Staff is working with Utility Services Group to locate and mark-out the force main. Staff and HRG expect that the force main will be marked out and the field survey will be completed prior to the May Board meeting.

Clearwater WWTF Phase 1 Facility Improvements

The Phase 1 Facility Planning Technical Memorandum will be finalized by Brown and Caldwell (BC) and delivered to the Authority over the next couple of weeks. Staff and BC are currently planning the next steps for the implementation of the Headworks Improvements and the Biosolids Management Projects.

South Hanover Township Line Upgrade

There have been no further developments on this topic since the previous Board meeting. Staff and HRG await confirmation of a meeting with South Hanover Township.

Standard Construction and Materials Specifications

HRG and DTMA Staff have a meeting scheduled for April 26th to review a draft of the construction details and specifications as revised and updated by HRG. Once completed and approved, HRG will finalize the Specifications.

Maintenance Garage Expansion

As noted during the previous Board meeting, Staff is proceeding with the selected alternative for the expansion of the Maintenance Garage with a two-bay opening to accommodate three vehicles per bay, and a finished second floor with additional offices, storage, and a training/conference room. Staff requested a design proposal from SGS Architects-Engineers, Inc. (SGS) and will then provide it to the Board for approval at the May meeting.

Southwest WWTP Headworks Evaluation and Permitting

HRG has scheduled a meeting with DTMA Staff on April 26th to review the preliminary findings and solicit input in order to finalize recommendations for grit removal alternatives. A memorandum summarizing the results of this evaluation will then be forthcoming from HRG. HRG will move forward with the preliminary design and permitting of the proposed upgrades based on the results of this evaluation and direction from Staff.

STORMWATER PROGRAM MANAGER'S REPORT

Derry Township Parks Water Quality Improvements – Bullfrog Valley Stream Restoration

Project design is complete and all required permit and permit waiver applications have been approved. This project is estimated to provide approximately 200,000 lbs/yr in sediment reduction, 77,803 lbs/yr of which will be credited to Hummelstown Borough. HRG and Staff are working to find source(s) for the required type of stone that will be used in the restoration and address DEP comments regarding the use of required stone. Some potential material has been identified and excavated from the 2021 BMP Retrofit Project at a Stoney Run Basin. A rock formation encountered while excavating for part of the sanitary sewer extension project was tested, but was not the correct rock type. Once the first round of technical comments for Deer Run Stream Restoration is complete, project will be bid. The estimated start of construction is Fall 2022.

Deer Run Stream Restoration

Preliminary engineering and landscape design is complete and is estimated to provide over 480,000 lbs. of sediment reduction per year. Permit and permit waiver applications have been submitted and their receipt acknowledge by DEP and USACE. To reduce costs, this project is planned to be bid with the Bullfrog Valley Stream Restoration. In order to ensure completion within the next 12 months, the projects will be put out to bid once the first round of technical comments for Deer Run are addressed.

2021 BMP Retrofits (Stoney Run Basins 1 and 2 and Brookside Park)

Final planting and stabilization for the Stoney Run Basins is underway. Staff is coordinating with Township Staff to ensure Shank Park is restored to the Parks and Recreation Department's standards. Construction on Brookside Park has paused while HRG is working on a design to address unexpected conditions encountered during construction. Despite the minor delay while the design is developed, Brookside Park is anticipated to be completed by the end of April, weather permitting. For the work completed to date, Kinsley Construction submitted Application for Payment #3 in the amount of \$114,422.58. HRG and Staff reviewed the pay application and recommend that the payment be processed from the SW Operating Fund.

Forest Avenue Basin and Swale Improvements

The permit application was updated to address the deficiencies and resubmitted in early April. Easements with Penn State Health and Penn State University, now two separate but collaborative entities, must be secured prior to construction. Bidding will occur upon permit receipt and will be bundled with the Oakmont Community Basin Retrofit. Estimated start of construction is in late Summer 2022.

PRP Amendment

HRG has completed a draft of the amended PRP for Staff to review. Staff have been coordinating with Hummelstown Borough for the shared part of the Plan (Bullfrog Valley Stream Restoration). Once HRG addresses Staff comments, the amended PRP will be available online and at the Township building for public comment. A public meeting will be scheduled during the comment period.

Oakmont Community Basin Retrofits

Project design will be finalized upon approval of the easement with Hershey Trust. This project will be bundled with the Forest Avenue Basin and Swale Improvements project since both projects are similar types of projects and both require obtaining easements. This project will replace the failing culvert under Wood Road at Limerick Lane and will protect downstream sanitary sewer infrastructure. The estimated start of construction is late Summer 2022.

The Meadows Outlet Structure Replacement

A new outlet riser structure has been designed by HRG for The Meadows development's main stormwater basin. Construction activities will commence as soon as possible.

Stoverdale Road and Shopes Church Road

The final design is 90% complete. Staff is working on easement acquisition.

Clark Road and Stonecutter Circle

The design of both projects is essentially 90% complete. Easement exhibits are being prepared. The necessity of the Clark Road project is being reevaluated.

Mr. Furlan asked if the current stormwater fees are sufficient to support the projects and maintenance of the system. Staff will prepare information for the Board on what costs are estimated to be moving forward with the projects and the potential for a rate increase for next year's budget. Staff will also continue to seek grant funding or low interest loan funding for projects when available.

Ridge Road Drainage Improvements

At last month's Board meeting, a Board member inquired whether the proposed Ridge Road Drainage Improvement Project design would address specific drainage issues north and south of the intersection at Ridge Road and West Chocolate Avenue. Staff indicated that the current design intent was to address the

inlet surcharging within this intersection. The remainder of the stormwater drainage improvements along Ridge Road would be completed in several phases due to project costs and available funding.

However, upon further review of the design, Staff recognized the potential impact of constructing the current design in the interim which conveys the surcharge conditions away from the northeast corner of Ridge Road and West Chocolate Avenue (First Watch side) but it directs it towards the undersized storm pipes at the railroad underpass. The railroad underpass is the lowest point between Chocolate Avenue and Park Boulevard and has the potential for extreme ponding, as identified in HRG's 2008 Derry Township Stormwater Management Study.

To address the drainage issues along Ridge Road near Chocolate Avenue, Staff and the engineer are considering several items for this area including: subsurface drainage improvements need to include increasing capacity from the downstream end of the current design to the outfall near Spring Creek in Hershey Park; additional inlets need to be placed along the westbound lane of Chocolate Avenue to minimize channelized surface flow along the curb in the right turn lane; storm sewer inlets that were not moved when the roadways were widened and realigned need to be moved accordingly; and Ridge Road from at least Caracas Avenue (ideally Areba Avenue) requires roadway repaving to ensure proper surface drainage from stormwater runoff.

Staff are evaluating two options to implement and to address the Ridge Road drainage issues. Discussions have been held with the Township as well as Hersheypark. The immediate concern is to help alleviate the issue with the ponding and flooding at the Ridge Road & Chocolate Avenue intersection, but the bigger picture is to permanently improve the surrounding areas by designing and constructing all necessary stormwater drainage improvements along Ridge Road as one project. The DCIB-G financing opportunity, if awarded, will provide adequate funds to complete the entire project. However, construction would be delayed until Winter 2022, at the earliest, and will be contingent upon acquiring a Norfolk Southern permit and construction easement with Hershey Entertainment & Resorts Co. (HE&R). Staff has a meeting scheduled with HE&R on April 29th to discuss the project scope.

The Director noted that there was a 2008 study done by the Township's engineer that recognized the problems with this drainage area and offered proposed solutions. However, this study's scope was not addressed with projects undertaken by developers or the Township in projects that have occurred since 2008. The Board's concurrence is to proceed with a more permanent solution to address all of these issues in one project. Staff will schedule a meeting in the near future with the Township of Derry Board of Supervisors and Township Staff to review the current implementation plan.

ITEMS FOR ACTIONS

Resolution #2022-19 – Ratification of project payments from the 2020 Capital Project Funds: Staff reviewed the payments from the 2020 Capital Project Fund requiring Board ratification. This resolution was then approved on a motion by R. Furlan, seconded by J. Canavan. The motion passed unanimously by voice vote.

Resolution #2022-20 – Bid award for the Spring Creek Interceptor Upgrade Project, Contract #2022-01: This resolution was passed on a motion by J. Canavan, seconded by R. Furlan. The motion passed unanimously by voice vote.

Resolution #2022-21 – Acceptance of HRG proposal for Spring Creek Interceptor Upgrade Project bidding, construction administration and RPR Phase services: This resolution was passed on a motion

by R. Furlan, seconded by J. Canavan. The motion passed by voice vote. D. Feidt abstained from voting due to a business relationship with HRG.

Resolution #2022-22 – Approval of Dauphin County Infrastructure Bank-General (DCIB-G) loan application for the Spring Creek Interceptor Upgrade Project and Resolution #2022-23 – Approval to reimburse Authority general funds or sewer revenue bond funds with funds received from the DCIB-G loan for payments made relative to the Spring Creek Interceptor Upgrade Project: These Resolutions were approved on a motion by R. Furlan, seconded by B. Link. The motion passed unanimously by voice vote.

Resolution #2022-24 – Approval of Dauphin County Infrastructure Bank-General (DCIB-G) loan application for the Ridge Road Storm Improvements Project and Resolution #2022-25 – Approval to reimburse Authority general funds or sewer revenue bond funds with funds received from the DCIB-G loan for payments made relative to the Ridge Road Storm Improvements Project: These Resolutions were approved on a motion by B. Link, seconded by J. Canavan. The motion passed unanimously by voice vote.

Discussion on Resolution #2022-26

With the recommendation provided to the Board at last month's Board meeting for the biosolids processing improvements, Staff reached out to Material Matters Inc. (MMI) for a proposal to develop a Business Case Evaluation (BCE) for the acceptance of municipal biosolids from neighboring municipal plants. Staff recommends completing this evaluation as a critical next step in undertaking the biosolids improvements and to further understand the potential source of revenue to recover project costs. MMI has submitted a proposal to complete this evaluation for an estimated fee of \$30,900.

Resolution #2022-26 – Approval of Material Matters proposal for Regional Biosolids Acceptance Business Case Evaluation: This resolution was approved on a motion by J. Canavan, seconded by R. Furlan. The motion passed unanimously by voice vote.

NEW BUSINESS

US EDA Grant Award Notification

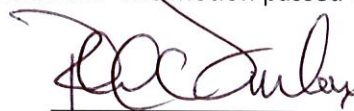
A non-binding Commitment letter was received from US EDA for the award of a \$3.5 million grant for the Southwest Treatment Plant Upgrade Project. The official grant award documentation should be forthcoming.

PUBLIC COMMENT

There was no public comment at this time.

ADJOURNMENT

With no further business to come before the Board, R. Furlan made a motion to adjourn the April 25, 2022 public meeting at 7:29 p.m., seconded by J. Canavan. The motion passed unanimously by voice vote.



(Assistant) Secretary