

**MINUTES OF THE MEETING  
DERRY TOWNSHIP MUNICIPAL AUTHORITY  
670 CLEARWATER ROAD  
HERSHEY, PA 17033  
MONDAY, APRIL 24, 2023**

The Derry Township Municipal Authority Board held its regular monthly meeting on Monday, April 24, 2023, 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
<b>Board Members</b>		
Robert Cerminara	X	
Michael Corado	X	
Charles Duncan (arrived at 6:04 p.m.)		X
David Feidt	X	
Ronald Furlan (arrived at 6:13 p.m.)		X
Kelly Heffner-Means	X	
Carter Wyckoff		X
<b>Staff</b>		
William Rehkop (Executive Director)	X	
Kimberly Bloom (Deputy Director)	X	
Michael Postick (Staff Engineer)		
Dennis Beck (Comptroller)	X	
Michael Shambaugh (Network Systems Manager)	X	
<b>Consultants</b>		
Daryl Dethlefs (Dethlefs Pykosh)	X	
Steve McGuire (Brown and Caldwell)	X	
Josh Fox (HRG)	X	
Mike Hess (HRG)		X
<b>Other Attendees</b>		
No other attendees		

**PUBLIC COMMENT**

There was no public comment at this time.

**APPROVAL OF PREVIOUS MINUTES**

M. Corado made a motion to approve the Minutes of the March 27, 2023 Board meeting. K. Heffner-Means seconded. The motion passed unanimously by voice vote.

### **APPROVAL OF TREASURER'S REPORT AND BILLS FOR PAYMENT**

Staff presented the March Treasurer's Report and Bills for Payment for approval. K. Heffner-Means made a motion to approve the reports, seconded by M. Corado. The motion passed unanimously by voice vote.

### **STAFF UPDATES AND REPORTS**

#### **CONSTRUCTION CONTRACTS UPDATE**

The Executive Director provided the following report for current contracts.

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

Work activity has now been primarily focused on the refinement of the Commissioning Plan and Schedule and coordination of start-up activities with the equipment manufacturers. This includes the Secondary Digester gas cover, waste gas burner, and the gas conditioning equipment. May 22<sup>nd</sup> is the tentative date for Cummins to commence start-up of the cogeneration engines. Steve McGuire of Brown and Caldwell reviewed a few of the items that needed to be completed before the Cummins work can proceed.

Mr. Rehkop noted that DTMA would be providing a tour of the DTMA Clearwater Road WWTP to PennTec Conference attendees this year which is held in Hershey from June 18-23. He also noted that Staff is preparing to have an Open House for the public on Saturday, June 24. Notices for the Open House will be placed in the Sun and on the Township's e-Newsletter.

Staff determined it would be advantageous to extend the project asphalt pavement to include the eastern access driveway to the CHP Building, which per the original design was to be a gravel access drive. To that end, Eastern has submitted Change Order No. 11 in the amount of \$33,213.00 to complete the additional asphalt paving.

#### **Raw Sewage Pumps Replacement [Contract 2020-03]**

Heisey Mechanical (Heisey) is currently working on the replacement of Raw Sewage Pump No. 2, with assistance as needed by Manada Electric (Manada). Installation of Pumps 3 and 4 is essentially complete. Staff have also been working with RKK, Heisey and Manada with respect to coordinating SCADA communications, start-up and control for the new pumps.

#### **Spring Creek Interceptor Upgrade Project [Contract 2022-01]**

Contractor work has now moved to the downstream portion of the work associated with the new aerial crossing of Spring Creek. Ankiewicz, HRG and DTMA Staff have coordinated regularly with respect to management of existing utility locations and conflicts. Additional unmarked PPL and Hershey Company utilities were encountered since last reporting period and are in conflict with the designed sewer re-alignment. HRG and Staff will determine any design modifications that may be necessary pending more information from the Hershey Company on their unmarked utilities. Josh Fox, HRG, reviewed some of the items that have been encountered and how the issues were resolved. He noted that all entities involved have worked together well to resolve the unforeseen issues. Mr. Rehkop also commended Ankiewicz on their cooperation, patience, and responsiveness to these issues.

#### **ENGINEERING STATUS REPORT**

The Executive Director provided the following report for current contracts.

#### Southwest WWTP Upgrade and Expansion Project (Phase 1)

DTMA Staff continues to address comments received by US EDA to date with respect to grant award requirements. This past month, the requested information was submitted to US EDA for their approval of the project plans and specifications. Once this process is approved, Hazen will proceed with the contract bid advertisement.

#### High Meadow Pump Station Upgrade

The Pennsylvania and Historical Museum Commission (PHMC) Phase 1 Archeological Study completed by CHRS, Inc. (CHRS) noted no negative impacts. Concurrence and approval was received from the PHMC on April 11<sup>th</sup>. CHRS also submitted Payment Applications invoices in amount of \$14,058.35 and \$1,563.15, which closes out their work.

Efforts also remain ongoing with respect to coordinating the pump station design in tandem with PADEP planning needed for the Hershey West End development project. This planning will need to be finalized before the project's Water Quality Management Part II Permit application can be submitted.

DTMA Staff and Herbert, Rowland & Grubic, Inc. (HRG) met April 13<sup>th</sup> to review progress to date and discuss the pump station design approach. Analysis of the estimated 50,000 gpd of additional flow that future nearby development could contribute to the HMPS indicates a need to change size of the pumps. Staff and HRG have determined that the facility design approach requires some modifications and accommodations to accommodate this additional flow. These modifications have required a change in the design scope of work, for which HRG has proposed a Supplement No. 1 to their original agreement in the amount of \$127,200. Mr. Fox noted that the additional flow contributed from the developer was originally proposed to be outside of the HMPS service area and planned to be served by a future pump station. Design meetings held with the developer have been helpful so that the HMPS project can be redesigned to accommodate this flow directly, thereby eliminating a future pump station being dedicated to DTMA.

#### Maintenance Garage Expansion

DTMA Staff coordinated with SGS Architects/Engineers, Inc. (SGS) and their sub-consultant, R.J. Fisher & Associates, Inc., to finalize the project's land development plan. The plan has been submitted to Derry Township for inclusion in the May Township Planning Commission meeting. In the interim, Staff will continue to work with SGS on refinement of the building's internal facilities.

#### Southwest WWTP Headworks Project

HRG submitted the WQM Part II Permit Application on December 30, 2022. Comments have not yet been received from PADEP. HRG continues to work on the final design, including coordinating with equipment manufacturers to finalize submittal packages.

On March 15<sup>th</sup> a preliminary start-up and operation of the Lytle Farms Pump Station was conducted to observe its impacts to the Headworks facilities. There was evidence of surcharging at the Headworks influent channel and downstream treatment facility components (i.e. oxidation ditch distribution box) at the higher pump flows contributed from Lytle Farms Pump Station. HRG and DTMA Staff are currently considering various operational sequences and/or facility improvements to prevent the Headworks influent channel from surcharging.



#### High Meadow Pump Station Drainage Basin Flow Monitoring Plan

In February, nine (9) wastewater flow meters were installed and are currently collecting data. HRG and DTMA Staff review the data on a regular basis through the remote monitoring site to ensure meter uptime and data accuracy. Three (3) flow meter locations were found to be providing poor data quality, mainly because of the lack of rainfall. Staff and HRG will look to either recalibrate or relocate these meters, or look towards more frequent inspections of them.

#### High Strength Organic Waste (HSOW) Offloading Station Improvements

HRG continues with the evaluation of potential improvements for this facility, with a report anticipated in May. HRG and DTMA Staff also met on April 20<sup>th</sup> to investigate options for mixing the HSOW Blend Tank.

#### Biosolids Drying and Gasification Project

Staff and Brown & Caldwell (BC) continue to move forward with planning and design efforts for the biosolids drying and gasification project. Over the last few months, several meetings were held with the project team in review of Kappe/Ecoremedy's submittal progress and schedule. Efforts have concentrated upon organizing and prioritizing the receipt of equipment and process submittals from Ecoremedy, and in particular the receipt of air quality data from Ecoremedy to facilitate air handling equipment selection and submission of the PADEP Air Quality permit application. Construction is tentatively planned to begin in October 2023.

#### Clearwater WWTF Headworks Upgrade Project

A project kickoff meeting is scheduled for April 26<sup>th</sup>.

#### 2023 Sanitary Sewer Rehabilitation Contracts

HRG has been authorized to begin work on the bidding and construction documents. Bidding is tentatively scheduled for July 2023.

#### Sanitary Sewer and Storm Sewer Emergency Repairs IDIQ Contract

Draft bidding documents have been completed and are under review by DTMA Staff. The bidding period remains on schedule for May 2023.

#### STORMWATER PROGRAM MANAGER'S REPORT

The Executive Director provided the report for this month's meeting. He mentioned that there have been many positive comments on social media acknowledging the stream restoration work performed recently in the Bullfrog Valley Road and Deer Run areas of the township. Recently, the Board had commented that notice should be provided at project areas acknowledging DTMA's role in the rehabilitation efforts. Staff is reviewing some alternatives and will provide the Board with some suggestions at a future meeting.

#### Forest Avenue Swale and Oakmont Community Basin Retrofits

The contractor, Kinsley Construction, Inc. (Kinsley) has temporarily ceased work at these two project locations until final temporary easements from Penn State Health, Penn State University, and the Hershey Trust to accommodate the Forest Avenue Swale portion of this project are acquired. However, after much effort, Staff have recently received updated communication from these entities indicating that the work on their properties can proceed. Staff will work towards remobilizing Kinsley.

#### Bullfrog Valley Stream Restoration

Work remaining as specified under the original contract at both project sights consists of some final planting, minor restoration and landscaping, and walking path restoration, all of which will, with completion of landscaping, final path restoration, etc. occur in May. An additional area of stream bank restoration at the downstream end of the Bullfrog Valley Stream near the pedestrian bridge will potentially be added to the project. This area was not needed to meet the permit requirements; however, it has deteriorated recently to the point that its improvement is warranted.

Lastly, in 2019 DTMA completed an application, and executed an agreement, for a Growing Greener grant in the amount of \$103,000 from PADEP to cover the cost of the Bullfrog Valley Stream restoration portion of this project. DTMA Staff recently provided PADEP with the appropriate project status documentation and reimbursement requests noting the grant requirements were completed, and in late March received notice from PADEP that conditions have been met. The grant amount has since been received.

#### Ridge Road Drainage Improvements

Staff has also worked with the Hershey Company, Hershey Trust, and the owners of the Hershey Plaza to obtain permission to complete working with HRG to coordinate geotechnical investigations near Ridge Road; approvals to do so were all received the week of April 17<sup>th</sup>. Other subsurface utility investigations have been completed. Staff is finalizing a review of the draft Joint Permit Application while HRG is progressing with revised PennDOT HOP and NPDES permit applications.

#### Brookside Park and Stoney Run Basin Retrofits

The contractor continues to work on minor punchlist items. Contract closeout should occur this spring.

#### Stormwater Capital Improvement Plan and Stormwater Program Fee Rate Study

Mike Hess from HRG reported that work continues to progress with the CIP and Study. With respect to the Study, HRG and DTMA Staff met on April 6<sup>th</sup> to discuss stormwater bill procedures, impervious area calculations, credit procedures, etc. for use in the rate study analyses. Projects were discussed and will be prioritized for inclusion in the rate study. Coordination with PADOT on what projects they may have coming up is necessary in determining what costs would be for DTMA for projects that may be in similar areas as PADOT. Mr. Rehkop also noted that DTMA is now attending planning and coordination meetings at the Township of Derry to help better coordinate sanitary and stormwater work that may need to occur within the Township's Public Works projects.

#### Water Resource Enhancement Program (WREP)

The next Advisory Committee meeting, with Staff in attendance, will be held May 4<sup>th</sup>. DTMA will be hosting this meeting.

### ITEMS FOR ACTIONS

**Resolution #2023-21 – Ratification of project payments from the 2020A, 2021C and 2022A Capital Project Funds:** Staff reviewed the payments from the Capital Project Funds requiring Board ratification. This resolution was then approved on a motion by R. Furlan, seconded by C. Duncan. The motion passed unanimously by voice vote.



**Resolution #2023-22 – Approval of Change Order #11 with Eastern Environmental for paving work associated with Contract #2020-02G:** This resolution was approved on a motion by K. Heffner-Means, seconded by R. Furlan. The motion passed unanimously by voice vote.

**Resolution #2023-23 – Approval of HRG Supplement #1 for the High Meadow Pump Station Upgrade Design and Permitting Phase Services:** This resolution was approved on a motion by K. Heffner-Means, seconded by C. Duncan. The motion passed by voice vote. D. Feidt abstained from voting due to a professional business association with HRG.

**OTHER BUSINESS**


A Board member had contacted Staff prior to the meeting to inquire about DTMA's policy for banking and investing in light of the recent bank failure in another part of the country. Dennis Beck, Staff Comptroller, reached out to the various institutions to which DTMA engages. PSDLAF and PLGIT both remarked that DTMA is bound by Act 72 requirements for its investments. He then reviewed balances held in these institutions as well as what funds are held at PNC Bank.

**PUBLIC COMMENT**

There was no public comment at this time.

**ADJOURNMENT**

With no further business to come before the Board, K. Heffner-Means made a motion to adjourn the April 24, 2023 public meeting at 6:50 p.m., seconded by R. Cerminara. The motion passed unanimously by voice vote.

  
(Assistant) Secretary