

UPPER MERION TOWNSHIP BOARD OF SUPERVISORS
JANUARY 19, 2012 WORKSHOP MEETING

Summary

1. Meeting Called to Order: 7:30 p.m.
2. Pledge of Allegiance.
3. Roll Call: Chairperson Spott absent
4. Chairperson's Comments: Vice-chairperson Waks commented on Chairperson Spott's absence.
5. Discussions:
 - A. Presentation re: Emergency Operations Plan: John Waters, Upper Merion Township's Director of Safety and Codes presented the emergency operations plan to the Board. He reviewed the roles and responsibilities of various departments and agencies throughout the township and discussed coordination with county, state, and federal agencies. Waters went on to thoroughly explain the plan and answer questions raised by Board members.
 - B. Skate Board Park Proposal: Detective Les Glauner and Dan Russell, Park and Recreation Director, discussed the skatepark proposal and updated the Board on the park's progress. Funds for the skatepark are being raised by a citizen's committee. The hope is that a skatepark will keep skaters off of streets, sidewalks, and private property, which will improve safety. The estimated cost of the project is \$150,000 and so far approximately \$4,700 has been raised. The proposed park would be located on the Township Building property.
 - C. Board Policies re: Township Manager Ron Wagenmann provided and overview of the draft policies reviewed.
 1. Vehicle & Fleet Use of Township-Owned/Leased Vehicles: This policy establishes guidelines governing the use, assignment, and operation of Township-owned and leased vehicles and equipment. The Board commented on the policy and suggested revisions.
 2. Procedures for the Application for an Inter-Municipal License Transfer into the Municipality of Upper Merion and the Application for an Economic Development License into Upper Merion Township: The purpose of this policy is to

establish guidelines for processing applications for inter-municipal transfers and economic development liquor license request. The Board commented on the policy and suggested revisions.

3. Guidelines for Position/Wage Structure: This policy outlines guidelines for a personnel system which defines categories and position descriptions, and salary and wage structures for all employees except sworn police officers. All position descriptions shall be reviewed when a vacancy exists in the position or every five years, whichever comes first. The Board commented on the policy and suggested revisions.
4. Agency Meeting Policy: This policy is intended to set forth definitions, procedures and responsibilities to enable all persons to fully understand the requirements of The Sunshine Law. The Board commented on the policy.
5. Investment Policy: This policy is intended to guide township officials in the discharge of fiduciary responsibilities regarding the investment of public funds by identifying objectives, assigning responsibilities and addressing investment risk factors in order to protect capital and enhance investment performance. The Board commented on the policy and suggested revisions.
6. Debt Management Policy: The purpose of this policy is to establish appropriate parameters and to provide guidance governing the issuance, management, continuing evaluation of and reporting on all debt obligations issues by the township. The Board commented on the policy.

D. Discuss Possible Bond Issue for the Purchase/Renovation of the Factory & SRA Projects. Mr. Wagenmann discussed the project and financing issues associated with a possible bond issue. Various Board members commented and raised questions on the project and the bond issue. Mr. Wagenmann discussed meetings held with various stakeholders including the Senior Center. Once an architect is hired, more specific designs and design requirements will be examined.

E. Community Center Design Proposal. Mr. Wagenmann asked the Board for guidance as to seeking design proposals and putting out an RFQ for architects.

6. Adjournment: 10:11 p.m.