

UPPER MERION TOWNSHIP BOARD OF SUPERVISORS
JOINT MEETING
APRIL 26, 2018

The Board of Supervisors of Upper Merion Township met for a Joint Meeting on Thursday, April 26, 2018 in the Board Room, in the Township Building in King of Prussia. The meeting was called to order at 7:00 p.m., followed by a pledge to the flag.

DISCUSSIONS:

BOARD OF COMMUNITY ASSISTANCE (BCA)

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, and Carol Kenney. Also present were David Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Lydia Dan Sardinas, Chairperson; David Karen, Vice Chairperson, and C. Brett Montich. Supervisor Bill Jenaway and Supervisor Erika Spott were absent.

Ms. Dan Sardinas, Chairperson, stated this is the BCA's sixth year of awarding and distributing Valley Forge Casino funds. The funds have ranged from an initial amount of \$145,000 to currently \$152,567. She provided statistical information documenting the number of organization and scholarship applications over the years and the work the BCA has done to promote the BCA grant and scholarship opportunities.

Ms. Dan Sardinas stated the organization awards range from \$1,000 to \$10,000. Scholarships range from \$1,000 to \$10,000 and this is the fourth year for granting two major scholarships – the \$10,000 General Von Steuben Scholarship and the \$5,000 Ronald G. Wagenmann Scholarship.

The BCA grant and scholarship recommendations will be made to the Board of Supervisors at the May 17th Board of Supervisors business meeting. The award recipients will be posted on the township website and letters mailed to all applicants regardless of their applicant status. An awards reception at the Valley Forge Casino will be held on June 5th.

Mr. Philips asked if the new owners of the casino have reached out to the township to discuss their involvement in the community next year. Mr. Kraynik responded the casino sale will not be consummated until the fall and the current management has indicated when the new owners are on site they will be meeting with township officials.

As Board Liaison to the BCA, Mr. Waks expressed appreciation to the BCA members past and present for their hard work and many hours spent reviewing these applications. He mentioned BCA's difficult decision-making process for these highly competitive applications. Mr. Waks said he can attest to the genuine effort by the BCA to spread the funds around equitably based on the quality and caliber of the applications.

Mrs. Kenney commented how difficult it is to make decisions on a review board such as the BCA and commended the members for the enormous amount of planning and effort that goes into the end result.

Mr. Philips offered his words of praise and appreciation to the members of the BCA who are part of an important resource for the community in awarding scholarships to well-deserving students and funding for organizations engaged in improving the quality of life in the community.

LIBRARY BOARD

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, and Carole Kenney. Also present were: Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Laura Arnold, Library Director; David Bristowe, Chairperson, Library Board of Directors; Sharon Duris, Fauzia Shamin; Linda Noll, and Janet Medrow. Supervisor Bill Jenaway and Supervisor Erika Spott were absent.

Mr. David Bristowe, Chairperson, stated Laura Arnold, Library asked the Library Board to come up with a good strategic plan to guide the Library through the next three years. Over the past year the Library Board, working with the Library Director, obtained input from a survey of Library patrons and discussions with library staff which formed the basis for the strategic plan.

Mr. Bristowe discussed the vision, mission and values for the Library. He stated the Library has set ambitious goals and ways to measure progress in attaining those goals and will provide an update at next year's joint meeting. Mr. Bristowe emphasized the importance of making the community aware that the Library is not just a lender of books, but also a provider of services and programs that strengthen connect and engage the community.

Tracy Pasquale, Vice Chairperson, provided some key statistics on library usage.

Linda Noll commented on some of the changes made at the library including installing a coffee cart for the public and moving computers for better traffic flow and a quieter work space.

Sharon Duris provided an overview of some of the new programs offered at the library including Lunar New Year, a partnership with Home Depot on how to lay tile, and Family Game Night.

Janet Medrow discussed additional programs including Practice Time for the SAT, Tech Night, and the monthly fitness class in partnership with the Community Center.

Referring to the photos on the PowerPoint, Mr. Bristowe pointed out a lot of the programs were done outside the library bringing the community together and also indicates the diversity of those serving within the community as a result of the programs and services offered by the Library.

Fauzia Shamin discussed ways the library bonds the community together with active and engaged learning. She mentioned the Summer Reading Program, Exploring STEM and Robotics, the Upper Merion Talent Show and Multi-Cultural Night.

Beth Nachman provided an overview of 2018 Initiatives:

- Removal of media fees which realized a 55% increase in DVD circulation in the first quarter
- Revamped Facebook and Twitter accounts and created an Instagram account
- Staff training including marketing, social media, customer service and reader's advisory
- Township Employee Open House
- Self-pick up for patron holds
- Self-checkout machine for the adult department
- Pop-up computer lab
- Library card sign up month
- Updating the library policies

Ms. Arnold discussed some things the Library hopes to implement in the future which includes a drive-up book and media return, additional use of social media to connect with the community, more space for programs, and partnership with the Community Garden.

Mr. Philips commented on the fantastic Jazz Night last year and asked if this event will be held again this year. Ms. Arnhold responded in the affirmative. She said it is usually the second Friday of October and they are working on booking the band. Mr. Philips said it would be nice to have a Jazz Club as a fundraiser.

Mr. Philips mentioned the supervisors took part in some Public Service Announcements and asked if this is driving any traffic to the Library. Ms. Arnold responded in the affirmative. She said the PSA's are playing in the Atrium and she would like to get the files to use on the Library's social media.

Mr. Philips made an observation about the photos on the PowerPoint and indicated it shows the diversity of our community. He noted most of the children involved with the STEM program are female.

With regard to the drive-up book and media return, Mr. Philips suggested the possibility of a grant for this purpose. He also said in the next few years when considering the capital budget there should be discussions about the library space issues.

As Board Liaison for the Library, Mrs. Kenney said she knows firsthand the hard work that is involved in planning and executing so many wonderful programs for children and adults. She said the Library is so much more than books and referred to it as a clearing house for ideas, cultural activities and learning. Mrs. Kenney mentioned the Library is reaching out to the community center and senior center and is always "thinking outside the Library and outside the box."

UPPER MERION FOUNDATION

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, and Carole Kenney. Others present were: Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager. Supervisor Bill Jenaway and Supervisor Erika Spott were absent.

Ms. Sally Slook, Assistant Township Manager, reviewed the mission statement of the Foundation and provided a rundown of recent awards made to various organizations in the past year. Highlights as follows:

- Upper Merion Area School District - \$7,000 for community center memberships. This is a newly established program that is providing community center memberships for families in need.
- Upper Merion Police Department Police Unity Tour Bike Ride - \$100
- Upper Merion Township employee scholarship fund - \$5,000

Fundraising initiatives:

- AmazonSmile a simple and automatic way to show support for the Foundation when shopping on Amazon

Current Partnerships and Projects:

- Partnered with the Economic and Community Development Committee (ECDC) and created the program to assist funding Community Center memberships and programs based on hardship.
- Working with Keystone Shops as part of its Community Impact Plan. Keystone Shops has pledged to donate 2% of net profits to the Foundation.

How to Donate:

- Donations can be made via check payable to the Upper Merion Foundation and can be earmarked for a specific purpose.
- All donors will receive acknowledgment letters as a receipt for a charitable contribution as defined by the IRS

Mr. Philips stated while the Foundation has been in existence for about 20 years and the Board of Directors in recent years is working to increase its visibility and effectiveness to helping residents in need. He suggested naming the Foundation when updating will or estate plans.

Mrs. Kenney expressed appreciation to Keystone Shops for their generosity and example as a good community neighbor. She pointed out while Upper Merion enjoys a viable economic community there are a number of families below the poverty line and experiencing economic hardship. Mrs. Kenney said the Foundation is also looking at ways to help senior citizens stay in their homes.

Mr. Waks mentioned a lot of the funds referred to in Ms. Slook's presentation came from profits from the Upper Merion Tricentennial resulting from the gala or sale items. He said there is a constant need to raise money and a subcommittee is working on a fundraising event in the not too distant future. As his colleagues previously stated, Mr. Waks stated the Foundation is becoming more of an activist organization to help those in our community who are homeless, impoverished or in need.

UPPER MERION MUNICIPAL UTILITY AUTHORITY (now known as Upper Merion Sanitary and Stormwater Authority)

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, and Carole Kenney. Others present were: Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Ed O'Brien, Public Works; Edward Venezia, Chairman; Jim Ruddy, Vice Chairman. Supervisor Bill Jenaway and Supervisor Erika Spott were absent.

Mr. Edward J. Veneziale, Chairman, reported the health of the Authority is excellent, both financially and physically in terms of infrastructure. It was noted compliance with regulations is being maintained. Mr. Veneziale stated the scope of the Authority has been expanded to include stormwater management. He indicated Gannett Fleming has been hired to start a stormwater management study throughout the township.

Mr. Ed O'Brien, Director of Public Works, provided the status of the following:

SRA/UMS&SWA funded projects

Trout Creek Streambank Stabilization – SRA & PA grant funding – project status: complete – although some additional work will be done

Gravity Sewer Behind John Middleton Tobacco – SRA & PA grant funding – grant application filed and design in progress

Matsunk Influent Screenings Building Upgrade – Authority funding – Project status: substantially complete

Matsunk Electrical Substation Project – Funded by Township – Project Status: substantially complete

2017 Township Authority Funded Projects – Current Status

Trout Run/Matsunk/Collection Systems – Process Equipment Painting Project – Township Funding – Project Status: Preliminary Design Phase

Comprehensive Stormwater Management Study – Township Funding – Project Status: Flow study ongoing

Mr. O'Brien provided an update of the Municipal Industrial Pretreatment (MIPP) Program with a summary of 2017 compliance award winners as follows: Arkema, GlaxoSmithKline, Charles River Labs and Hope's Country Fresh Cookies.

Mr. O'Brien noted Upper Merion Township recognizes what companies are doing in other areas regarding the environment and pollution prevention. For 2017, GlaxoSmithKline was the award winner for recycling and laboratory plastics recycling.

The Upper Merion 2017 operation of the MIPP Program was rated 92.2% rating which is considered a Category 1, a top rating received from the United States Environmental Protection Agency (EPA).

During his update of the MIPP program, Mr. O'Brien reported there were ten (10) permitted industrial Users (IUs) in Upper Merion Township in 2017. All IUs were sampled and inspected during the year as required; three (3) Enforcement Actions were taken which resulted in two (2) IU's with penalties amounting to \$500.

With regard to the conveyance or collection system, items of note for 2017 are as follows:

- Operate and maintain 11 pumping stations
- Total of 6 sanitary sewer overflows. PA DEP mandated reporting procedures were followed in all cases
- No new sewer extensions last year added to the system
- With regard to capacity assessment, there are no sections of the system currently hydraulically overloaded. On that basis, no hydraulic overloads of the conveyance system are projected within the next five years.

2017 Financial Items

- Upgrade Matsonford Pumping Station - \$38,192.91
- Matsunk screening building replacement - \$258,688.37
- 2017 End of Year Balance - \$5,617,141.38

Total of Authority approved Capital Projects for 2018 - \$581,695.00

2018 Year to Date Balance is \$6,389,215.87

Status and Accomplishments – Stormwater Study – Completed to Date

- Completed updated H&H Study/Modeling (from 1995 Study)
- Assessed project sites (using public web poll and EMA data to confirm)
- Developed draft matrix of Capital Improvements project sites
- Completed assessment of MS4 Compliance, Water Quality Programs & Stormwater Operations (including Ordinance/Regulations)

Status and Accomplishments – Stormwater Study – Being Completed Now

- Alignment of cost estimates to Capital Improvements Project Sites
- Coordination of public workshop to solicit public feedback
- Completion of Drainage Study Report

Path to Completion

- Late April/early mid-May

- Coordinate Workshop Scope and Timing with Authority
 - Conduct Public Workshop/Open House to Review and Discuss Preliminary Findings
- Mid to Late May
 - Review Public Workshop Results with Township
- Late May to early June
 - Revise Report per workshop and complete summary report/deliverables
- June 19, 2018
 - Team to attend Authority Meeting to present final report

Mr. Philips stated stormwater is going to take on even more importance since MS4 regulations will only become more stringent over time.

Mrs. Kenney asked if there is a timeline for completion of the stormwater study. Mr. Veneziale responded the workshops are still being scheduled. He said some parts of the study are complete now as some of the trouble areas have been identified and there are drafts of that material. It is anticipated the final report will be sometime in the late June time frame.

Mrs. Kenney asked for more details about the public feedback for the stormwater study. Mr. Veneziale responded there will be an open house with representatives from Gannett Fleming discussing some of their preliminary finds. A mailing and questionnaire went out to residents to identify local issues of interest and concern to them.

Mrs. Kenney asked when the questionnaire was disseminated. Mr. Veneziale responded late summer/early fall 2017. It was noted the survey has been completed.

Mr. Philips stated the open house would provide another opportunity for people to provide input on the stormwater study.

ENVIRONMENTAL ADVISORY COUNCIL (EAC)

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, and Carole Kenney. Also present were: Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Janet Serfass, Staff Liaison; Zachary Davis, Chairperson; Brittany Grala; and Stacey Henderson. Supervisor Bill Jenaway and Supervisor Erika Spott were absent.

Zachary Davis, Chairperson EAC, provided an overview of EAC's accomplishments over the past year. Highlights as follows:

- Coordinated with others with regard to the “Clean the Parks” event which was hosted on April 14th
- Distributed rain barrels – grant received from BCA made it possible to purchase a good number of rain barrels as well as help fund an educational program for township citizens
- Applied for another BCA grant for another rain barrel give-away and educational program to continue this well received event
- Partnered with the Schuylkill Action Network for various street cleanups and working on possibly planting meadows
- EAC had a presence at the Earth Day Festival last weekend
- Provided comments to the Board of Supervisors regarding solar energy, SEPTA extension and green procurement policy
- Supplied water via rain barrels for weed eating goats

Goals for 2018:

- Developing policy recommendations, including those related to encouraging sustainable practices and improving township recycling programs
- Promoting natural resource conservation within the township and broader community
- Increasing education and awareness through community activities, social media, and TV specials
- Working with the community and regional and local environmental organizations to promote environmental education and outreach
- Educating the community on Municipal Separate Storm Sewer Program (MS4) program, the risks of fertilizers, water conservation, local waterway health, and proper hazardous waste disposal
- Evaluating available grant funding opportunities to facilitate implementation of environmentally-beneficial projects in the Township

Mr. Davis discussed the park clean up in partnership with the Park and Recreation Department, Upper Merion Park Partners, and McKaig Nature Center. Clean-ups were held at the Township Park, Sweetbriar Park, Walker Park, McKaig Trail and several other locations.

Mr. Davis provided details on the BCA grant-funded rain barrel raffles. He said there will be rain barrels available at the Farmers Market throughout the summer depending on how many are available. Last year there was a great deal of interest and 46 rain barrels were distributed. Another grant is being pursued with the BCA for rain barrels this year in addition to compost bins which would also be beneficial for environmentally friendly initiatives. In order to educate the community about water conservation, flyers are handed out at appropriate events. Flyers are also distributed regarding county hazardous waste recycling events, tire recycling events, the Schuylkill Scrub Clean-up at the Upper Merion Boathouse and county sales of rain barrels and compost bins.

In consideration of the Upper Merion Master Plan, Mr. Davis stated the EAC is also looking into a partnership with McKaig Nature Center for identifying possible sites for a meadow installation and new projects with possible meadow accommodations.

The EAC is evaluating recycling practices and opportunities at commercial facilities and ways to enhance or increase efficiencies in the township.

Mr. Davis stated the *New Resident Welcome Packet* contains additional recycling and refuse information. EAC is working with local refuse companies to create easy recycling guides, for example, a magnet for a refrigerator easily seen in the kitchen as a reminder to properly recycle and dispose of trash.

The EAC is also gathering information on alternative renewal energy opportunities and capacities. This includes a Green Power Community designation, a SolSmart designation and a Township Green Procurement Policy as well as pursuing alternative energy forms such as renewable natural gas. The EAC is also evaluating water conservation efforts which go hand in hand with rain barrels and compost bins. Grant opportunities are being identified and pursued as appropriate. One idea was possible water bottle filling stations throughout the township as well as expanding recycling bins at local parks. Because of the positive response at the April 14th Clean Up, future stream clean-ups are also being planned in collaboration with Upper Merion Parks and Recreation, Park Partners and Schuylkill Action Network.

Mr. Davis discussed broader objectives including continued collaboration with Upper Merion committees and boards to identify and promote synergistic opportunities for any available joint projects. The EAC would like to work with the Library Board to increase community awareness and education and promote environmentally friendly activities. This includes working with students, especially juniors and seniors to assist in environmentally-themed projects.

Mr. Davis stated the EAC would like to work with the ECDC to help support the Community Garden Project and continue education on environmental topics.

Mr. Philips commented he is pleased to see EAC's focus on water recycling. He said water is going to become more and more a precious commodity much like oil and gas.

Mr. Philips asked for more details about Mr. Davis' remarks about renewable natural gas. Mr. Davis responded he is aware of a company that takes food scraps from large sources such as a mall and breaks them down biologically to form natural gas (methane). He said this could be a potential project to collaborate to recycle more food.

Mr. Philips asked what makes a good location for a meadow. Mr. Davis responded the EAC is looking at large open areas which would provide an eco-system for animals and retains water and a couple of possible locations have been identified. He cited the McKaig Nature Center as a good area for a meadow. Ms. Janet Serfass commented essentially the idea is to take an area that is currently being mowed, but does not necessarily have to be mowed and turn it into an actual meadow rather than just an overgrown area. She explained certain plants and certain other aspects are needed to complete.

Mrs. Kenney said she likes the fact that the EAC is providing information for the welcome packet. She suggested mention should be made in the welcome packet to educate people about native plant species for use in planting.

With regard to solar power, Mrs. Kenney asked the EAC to provide the Board of Supervisors with feedback on the possibility of solar panels for the sewer plants. Mr. Davis said that was a great idea.

As Board Liaison to the EAC, Mr. Waks thanked the members for their dedication and efforts this year and in past years to create a more environmentally protective and sustainable community. He noted the two vacancies on the EAC and invited interested residents to step forward and apply their knowledge and consider serving on the EAC or any other citizen board.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mr. Waks, seconded by Mrs. Kenney, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 3-0. Adjournment occurred at 9:30 p.m.

DAVID G. KRAYNIK
SECRETARY-TREASURER
TOWNSHIP MANAGER

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Minutes Approved:

Minutes Entered: