

UPPER MERION TOWNSHIP BOARD OF SUPERVISORS
WORKSHOP MEETING
MARCH 3, 2016

The Board of Supervisors of Upper Merion Township met for a Workshop Meeting on Thursday, March 3, 2016, in the Township Building. The meeting was called to order at 7:37 p.m., followed by a pledge of allegiance.

ROLL CALL:

Supervisors present were: Greg Waks, Bill Jenaway, Erika Spot and Carole Kenney. Also present were: Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Joe McGrory, Township Solicitor. Supervisor Philips was absent.

DISCUSSIONS:

POWER POINT PRESENTATION BY THE SCHUYLKILL ACTION NETWORK
RE: PARTNERING WITH THE ENVIRONMENTAL ADVISORY COUNCIL TO
ASSIST IN MEETING MS4 OBJECTIVES

Krista Scheirer, Watershed Specialist, Montgomery County Conservation District, stated she works on water quality and quantity education and restoration projects to improve the county's water supply. Virginia Vassalotti, Partnership for the Delaware Estuary, helps coordinate the Schuylkill Action Network which is a network of different environmental organizations all working together for a cleaner Schuylkill River Watershed. It was noted the Schuylkill Action Network is not a regulatory entity. A PowerPoint was shown. Highlights as follows:

- Everyone who is part of the Schuylkill Action Network comes together voluntarily to talk about different issues in the watershed and solutions for these issues.
- Two of the main work groups having focus in this area are stormwater and education outreach.
- The Schuylkill Action Network was formed because of stormwater pollution from large property owners throughout the whole watershed.
- Pollution enters storm drains and creeks because of dumping of grease and mop water, leaking dumpsters and restaurant waste.
- Illicit discharges are dry weather flow containing anything other than clean, fresh water
- Under the MS4 permit, the Township must address illicit discharges by mapping and screening outfalls, developing ordinances, implementing a plan to detect and educating
- Schuylkill Action Network Outreach Committee worked with the

- Township's Environmental Advisory Council (EAC) on the first Schuylkill Scrub Cleanup in King of Prussia last year with 75 volunteers participating
- Stream signs have been installed by PennDOT on 4 state roads.
 - Progress includes a new dumpster filter area at Shake Shack, contact with mall management who are interested in storm drain marking and new dumpsters for problem areas, made County Health Department more aware of storm drain and grease problems to look for during health inspections
 - Current projects include installing stream signs along 5 township roads, marking 150 storm drains on private properties, storm drain art contests, designing and printing new outreach materials for residents, hosting pollution prevention workshop for businesses, discussing a second cleanup with EAC.
 - The Schuylkill Action Network is exploring grant funding opportunities for residential outreach materials .

Mr. Waks asked if help was needed with regard to contacts with the King of Prussia Business Improvement District. Ms. Scheirer responded Ann Sellers, Structure Green Design Group, has already approached the BID to offer her pro bono services, but the Schuylkill Action Network has not approached the BID as yet. She suggested having the township approach the BID on behalf of the Schuylkill Action Network about providing them with a similar presentation. This would enable the township to take credit for the educational work as part of its MS4 permit requirements.

Mr. Waks said a meeting with the BID could be arranged. Mr. Kraynik stated once the Board of Supervisors approves the partnership it will provide staff and the network the impetus to work together to facilitate contacts with the BID and other township locations.

Mr. Jenaway suggested the network work with township staff in putting together a 12-18 month strategic plan of how to make these contacts which the Board of Supervisors could then endorse.

Mrs. Kenney asked how the Schuylkill Action Network is funded and if their funding is solely from grants. Ms. Scheier responded a DEP environmental education grant program helps with all the educational materials, stream signs, medallions, and general support. Other than that there is not much funding necessary. Staff time is covered by their regular jobs. Ms. Vassalotti responded the Schuylkill Action Network is a collaborative group. It is not its own entity. The partnership of the Delaware Estuary she works for coordinates the Schuylkill Action Network which has a variety of different funds. There is some federal funding for the National Estuary Program that is sustainable funding and other funding from the William Penn Foundation as well as state and local sources. Ms. Scheirer said she is a county employee and as a political subdivision of the state they administer state programs. Part of her position is funded through a

DEP grant.

Mrs. Kenney mentioned the Upper Merion Municipal Utility Authority will soon become the Upper Merion Sewer and Stormwater Authority. She said the authority is aware of the MS4 regulations and the need for education and suggested this presentation be done at a future authority meeting.

Mr. Jenaway stated in view of the MS4 requirements this is a timely opportunity to utilize educational resources such as UMGA-TV and work on a plan to get the educational materials out to the community.

Mr. McGrory said the network needs to get back to the Board of Supervisors with some specifics about what they expect of the Board of Supervisors at which time the Board will respond.

Mr. Jenaway stated once the network comes back to the Board with more specifics this can be launched at a township meeting with a presentation that will set the tone as to why this is important from the Board of Supervisors' perspective.

DRAFT RESOLUTION RE: COMMUNITY CENTER COMPLEX ADVISORY BOARD

Mr. McGrory asked if the members of the Community Center Complex Advisory Board must be members of the Community Center and not just members of the pool.

Mr. Waks commented it is more important that the advisory board be members of the community center and have an investment there.

After discussing the membership of the advisory board the consensus was all seven members of the advisory board must be members of the community center and residents of Upper Merion Township. One member of the advisory board must currently serve on the Park and Recreation Board and one member must serve as a representative of the Senior Service Center. The other proviso discussed was if someone drops their membership they are automatically off the advisory board.

Terms of advisory board members will be for five years except initial members shall be appointed for terms so that no more than two member terms expire on the same year.

Mr. Jenaway asked that a resolution be prepared for the next business meeting.

DISCUSSION OF A PROPOSAL RECEIVED FOR CONCESSION STAND SERVICES AT THE COMMUNITY CENTER

Mr. Dan Russell, Park and Recreation Director, stated the RFP process for concession stand services included posting on all township social media, the various township websites and various e-newsletters of the Public Information Office and Park and Recreation Department. This outreach resulted in approximately 2,100 views online with two vendors responding to the RFP in writing and also to the mandatory meeting held on site.

One pool vendor, John Humay, responded to run the concession stand at the pool. He is a restaurant owner who has a lot of experience running concession stands, particularly at pools. The vendor for the pool included a 5-year compensation plan which was tiered.

The other was a vending company to provide vending machines at the Upper Merion Community Center. The name of the company is Modern Health Vending owned by Brett Oslon. The commission for Modern Health Vending at the community center was slightly tiered and is based on the number of events per day. The higher number of events, the higher percentage of commission back to the township.

Mr. Russell indicated the pool concessionaire is more time sensitive than the community center concession based upon the lead time needed to set up the pool equipment. Mr. Humay suggested in his RFP response that he would commit to helping clean up the pool area and concession stand and provide maintenance in the facility as well.

Mrs. Spott asked for more specifics about the vending machine in the community center and what it would offer. Mr. Oslon responded Modern Health Vending provides healthy vending snack and drink options and he would like to work with the township in providing a menu of suitable options.

A discussion followed about the preference for a better coffee system which does not include K-cups.

Mr. Kraynik asked if Mr. Oslon's industry is regulated by the county health department. Mr. Oslon responded it is not regulated by the county since everything is pre-wrapped. He said he has filled out the license application for Upper Merion Township.

Mr. Jenaway noted there are a number of products that need to be heated. Mr. Oslon responded he would be happy to provide a microwave. He said he could offer items that are vegan and vegetarian friendly.

Mr. Jenaway asked about the refrigeration for the machines. Mr. Oslon

responded there are machines which are refrigerated to 40 degrees, one with ready to go items and one for a combination of food and drink.

Mrs. Kenney asked how often the machines have to be refilled. Mr. Oslon responded it is based on foot traffic which is determined in real time online.

DISCUSSION OF A PROPOSAL RECEIVED FOR CONCESSION STAND SERVICES AT THE TOWNSHIP SWIMMING POOL

With regard to the pool concession, Mrs. Spott explained the reasons why she does not favor having the vendor install their own equipment. She also believes there would be more vendors responding if the township were to outline what equipment would be provided. Mrs. Kenney agreed.

Mrs. Kenney asked if \$12,000 was the vendors estimate for the equipment. Mr. Russell responded in the affirmative.

A discussion followed about possible options for the township to purchase equipment. Some options mentioned were: Fairfax Auction, the Norristown company the fire house used when they renovated their kitchen, and auctionzip.com.

Mrs. Spott asked about the timing for another RFP. Mr. Jenaway responded there is still 90 days remaining. Mr. Kraynik said the difference with this RFP is it will be specified the equipment will already be installed. He said the equipment could be purchased within the next 30-60 days.

Mr. Waks suggested informing the previous bidders all bids were rejected because it was decided the township would install the kitchen items. He said this would give them lead-time to prepare their RFP.

Mr. Jenaway asked Mr. Russell to speak with Bob Rudzinski who purchased and sold the equipment for the fire house.

Mrs. Kenney asked about COSTARS. Mr. Kraynik responded staff will check both sources.

Mrs. Spott asked about the contract. Mr. Russell responded John Walko has prepared a draft agreement.

Mr. Kraynik stated the vending agreement will be placed on the business agenda.

DISCUSSION ON DESIGN OF COMMUNITY CENTER ENTRANCE MATS

After a brief discussion the general consensus was to go with picture no. 1 with the Upper Merion Township logo.

ADDITIONAL BUSINESS

APPOINTMENT TO THE BOARD OF COMMUNITY ASSISTANCE

Board Action:

It was moved by Mrs. Spott, seconded by Mrs. Kenney, all voting "Aye" to appoint Judy Vicchio to the Board of Community Assistance. None opposed. Motion approved 4-0.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mrs. Kenney, seconded by Mr. Waks, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 4-0. Adjournment occurred at 8:55 p.m.

DAVID G. KRAYNIK
SECRETARY-TREASURER/
TOWNSHIP MANAGER

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Minutes Approved:
Minutes Entered: