



UPPER MERION TOWNSHIP BOARD OF SUPERVISORS

175 WEST VALLEY FORGE ROAD
KING OF PRUSSIA, PA 19406-1802
610-265-2600
FAX: 610-265-0482
www.umtownship.org

BOARD OF SUPERVISORS

WILLIAM JENAWAY, PhD
CHAIRPERSON
GREG PHILIPS
VICE-CHAIRPERSON
CAROLE KENNEY
GREG WAKS
ERIKA SPOTT

TOWNSHIP MANAGER/ SECRETARY-TREASURER

DAVID G. KRAYNIK

TOWNSHIP SOLICITOR

FIRM OF:
HAMBURG, RUBIN, MULLIN,
MAXWELL & LUPIN, P.C.

MINUTES

Community Center Complex Advisory Board Tuesday, February 21, 2017 7:30pm

1. Pledge of Allegiance
2. Approve the minutes – approved, second
3. Guests – Don Herbert: UMGA - TV, Howard Hoffman: Chair Media Communications Advisory Board
 - a. Attendance: Paul Kubler, GlennAnne Chabala, Robert DeFelice, Chris Levy, Evelyn Ankers, Sudha Suryadevara, Karen Huller
4. Board of Supervisors Liaison Report - Greg Waks not in attendance
5. Staff Report
 - a. Exterior Sign to announce events, registration announcements – Howard/Don:
 - i. Due to multiple issues with Henderson Road sign, new sign spurred pursuit of new vendor
 - ii. Changeable message center \$48K (already in the budget) vs backlit fixed LED sign \$19.5K
 - iii. No warranty, but LED lights last 20 years
 - iv. Demo unit placed at street - Not enough line of sight
 - v. Prospective vendor recommended aluminum and put mulch around it instead of concrete
 - vi. Don will contact vendor (Signature Signs) 2/22 for another demo 3/21
 - b. History/Organizational Chart
 - i. Changes decided and implemented via committee with resident feedback considered
 - ii. E.g. \$15 daily pass > \$10 > \$5 open gym
 - iii. Aim to make black and white decisions and make policies clear
 - iv. Added gym attendants
 - c. Senior center - Requests:
 - i. Moving handicap spot from back to the front – Unanimously RECOMMENDED
 - ii. Signage for designated senior parking from 9-3 – TABLED until senior rep on C3AB or until next meeting
 1. All 4 handicapped spots are taken during senior center hours

2. Honor code enforcement
3. 90 members have handicapped placards
4. Recommend zumba request participants to be considerate to see if it would alleviate
- iii. Seniors request more track time, exclusive track time - TABLED until senior rep on C3AB or until next meeting
 1. Currently Tuesdays through Thursdays 9-11 seniors use the track
 2. Concern – expectation of enforcement
 3. Possible: M-F 9-11, not exclusive, in exchange for 10 hours per week usage of Senior Center for events (technically already financed/owned by township)
- iv. Using the Senior Center off-hours for events - TABLED until senior rep on C3AB or until next meeting
 1. Possible senior concerns: There are no locks, great room, kitchen, storage, open
 2. Attendant will be at events
 3. Identify a list of potential events to clarify usage
- v. Need Senior representation on C3AB
 1. Mary will be informed; hope to spur a volunteer
 2. Howard suggestion: make the senior board member an auxiliary position, not requiring monthly attendance
 3. Evelyn suggestion – offer senior board member a designated parking spot
- d. August closing - Proposing 5-day close (Mon-Fri) week of August 28th for:
 - i. Deep cleaning, maintenance: gym floor refinishing, paint touch up
 - ii. Staff training: skill development, customer service improvements
 - iii. Preparations for the September fall program preview and anniversary/birthday celebration
 1. Does not include senior center
 2. Pool will be open, but will limited hours due to school resuming
 3. Every effort will be made to re-open on time by labor day weekend
 4. Programs this week are cyclically slow due to school resuming
 5. Currently exploring alternate programming locations and possibilities to provide continuity for members with regular workout regimens, e.g. Outside bootcamps, keeping one facility open
 6. May offer volunteering opportunities to help with cleaning and maintenance for feel-good sense of ownership and pride
 7. Member benefits to this weeklong shutdown should be clearly communicated:
 - a. Staff even better prepared to provide outstanding customer service
 - b. Ensuring a safe, clean facility
- e. Refer a friend campaign – run through summer up to program preview party - RECOMMENDED
 - i. Charter – 15 guest passes; passholders – 10; 3-month members – 5
 - ii. Any guest that converts to passholder, entry into raffle
 - iii. Winner announced at party - free membership as top prize

- f. Instructor Insurance – Allow 1099 to sign indemnification – motion to propose to Solicitor – RECOMMENDED
 - i. Need for individual insurance caused loss art, cooking instructors; impacted programming
 - ii. Expense of insurance means instructors break even
 - iii. Whitmarsh township allows indemnification to be signed; All other townships require it
 - iv. Not for fitness: Weston Fit provides fitness instructors, and they manage certification qualification/maintenance/clearances
 - g. BCA grant – Due March 15th. Up to \$20K in programs or necessities.
 - i. Evelyn - Teen programming with Michelle Clayton (not a physical need)
 - ii. Karen – Whole Body Vibration equipment – info sent to C3AB members – UPDATE: Fitness equipment is leased and will be revisited when 3-year lease expires
 - iii. Another recumbent bike – mentioned before. There is room for another bike
 - iv. GlennAnne will send Paul website for grant
 - v. Additional ideas will be communicated via e-mail
 - 1. Bleachers
 - 2. Cellular signal booster – Not viable with metal roof
 - 3. Games for a game room – usage of 3 downstairs room is still being evaluated and rooms would not be finished in time for the summer > Waiting until next year is recommended
 - h. Pool
 - i. Membership is open
 - ii. Restrooms are in progress
 - iii. Mandatory pre-bid meeting today (2/21)
 - iv. Handicapped ramp reconfigured and redone - expected to be completed before opening
 - v. Pool clean up dates: April 29, May 6, May 13th
 - vi. Pool open house following Saturday
 - vii. Pool opens weekend after that
 - viii. Pool brochure coming out with events and programming
 - ix. Fenceline: Chris's son completed as Eagle School project; also painted under pavilion, checkerboard, tic tac toe, built a movie screen
6. Old Business
- a. SPIN Issues with Spin microphone feedback (battery or interference?)
 - i. Volume comes down to low.
 - ii. Who is accountable for equipment care/maintenance?
 - iii. Sue – lights and banners ordered
 - iv. TV screens rotate schedules, advertising for future programs, if turned on - if instructors want to use them to show hills/route, can bring and plug in thumb drive
 - v. Currently exploring leaderboard programs
 - b. General Community Center maintenance
 - i. Punch list - no progress, charging back, holding retainer. No decisions.
 - ii. Mat out front – samples brought out, exploring changing the mat. Park and Rec managing
 - iii. Roof – waiting for structural analysis

- iv. Maintenance contract signed
- v. Scholarships - ECDC and UM TWP Foundation considering sponsoring membership for low income/high need families
- vi. 1st responders scholarships – no response

7. New Business

- a. Plates under track squeak - considered “live with” condition; made to be flexible
- b. Move the meeting time next month – NOT RECOMMENDED
- c. Screws on board at top of pool slide - Structural engineer did evaluate
- d. 3x8 foot poster for Candlebrook Girl Scout troop - Happiness project
- e. More clear info on registering for child watch
- f. Yoga mats – not full – participants traditionally bring their own, they are easy to clean

8. Adjournment