



UPPER MERION TOWNSHIP BOARD OF SUPERVISORS

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BOARD OF SUPERVISORS

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TOWNSHIP MANAGER/ SECRETARY-TREASURER

DAVID G. KRAYNIK

TOWNSHIP SOLICITOR

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

Minutes

Community Center Complex (C3) Advisory Board Tuesday, August 15, 2017 7:30pm

1. Pledge of Allegiance
2. Attendance: Paul Kubler, Rob DeFelice, Evelyn Ankers, Sharon Davis, Sudha Suryadevara, GlennAnne Chabala, Karen Huller (Chris Levy remotely)
3. Approval of July minutes - Approved
4. Board of Supervisors Liaison Report
 - a. Citizen board luncheon - 2-3 weeks save the date will be sent
 - b. Emerald Ash Borer -
 - i. Press release was in paper.
 - ii. Trail closed today for spraying for invasive species. It rained. Open again in about 2 weeks.
 - iii. Later in fall or winter, will harvest Ash trees. Vast majority will have to be removed. Signage will be put out. Trail will be closed for harvesting more than 2 weeks closer to late winter/early spring.
 - iv. Grant received for removal and spring re-forestation.
5. Staff Report
 - a. ECDC update – No date set for August. Looking to first week in September
 - b. ADC 2 –
 - i. In week 3, the last week.
 - ii. Successful open house prior, which helped ease the transition.
 - iii. Minimal impact on operations.
 - iv. No complaints received.
 - v. A wide window for drop off/pick up has helped.
 - vi. Looking forward to about 100 kids next year. May have been able to accommodate this year, but was not able to predict. Next year 20 more kids may be accepted.
 - vii. Suggestion: larger temporary slow down turtle.

- viii. Suggestion: Specialized training on kids with special needs, even with a parent. Currently not part of staff training. Some are teachers, like Hans.
- c. Anniversary Event 9/16 –
 - i. 3-5 PM. Open to all.
 - ii. A thank you to passholders.
 - iii. Specialty t-shirts.
 - iv. Start with speeches.
 - v. Board picture right away.
 - vi. Official opening of the 431 Art Gallery.
 - 1. Press release will go out in Times Herald.
 - 2. Was included in Fall Activity Guide.
 - 3. Was in the Friday newsletter and was on Greg’s Supervisor Facebook page.
 - 4. Rails installed next week.
 - 5. Public can view without needing to be passholders.
 - vii. Merchandising will begin.
 - viii. Selfie station to help with promoting it.
 - ix. Giveaways.
- d. Sign is on the BOS Chair agenda 8/22. Have not been chair meetings this or last week. Expect approval for stationary sign.
- e. Lower Level Renovation –
 - i. Ads are out in PennBid and Times Herald.
 - ii. August 21st is pre-bid meeting. Will be put out again at end of August.
 - iii. On BOS meeting agenda in September.
 - iv. Two alternatives – floor and walls. Second option is with dropped ceiling.
 - v. Architect is Kelly Goff from Remington, Vernick & Beach.
- f. Pool/CC membership –
 - i. Up to 2347.
 - ii. Pool – 2168 (steady); Under 2000 last year.
- g. Guest passes –
 - i. For pool: 2 used. Still could be used.
 - ii. Still working on refer-a-friend promotion - 57 contenders.
 - iii. Picking winner and announcing at anniversary event.)
 - iv. Guest passes expire at end of membership.
- h. MCGOPA –
 - i. Rods and rails next week. Their installation is 9.12.
 - ii. Grand Opening at Anniversary event 9.16.
 - iii. Already have 80 artists who want to exhibit here.
 - iv. Placard under each painting has artist name, work name, medium and price. Can do a listing.
- i. Senior patio/great room rental revenue sharing –
 - i. Facilities are being offered, only after hours. A staff person will be provided.
 - ii. Requested revenue sharing after staff meeting to Cindy. Not clear requests regarding the split.

- iii. Funded by BOS. \$110K budget requested this year. Revenue vs. net profit? It eventually gets shared with them anyway. They may generate an estimated \$20K on their own. Close to all their money goes to personnel.
 - iv. Senior Center handrails for \$15K. (Gerry speeded.) The center doesn't pay for things like this from their budget.
 - v. Perhaps put a percentage of profit into budget line item that is allocated for expenses C3 covers anyway.
 - vi. C3 is expected to operate on a deficit already. The revenues alleviate the deficit and does not contribute to a profit.
- j. Child watch expansion –
- i. Tuesday and Friday mornings are at capacity.
 - ii. For next year will add additional childwatch staff (a 3rd) and block off court 2 (there is little demand for courts during that time.)
 - iii. The older children will go to the court and run/play.
 - iv. Can explore later using a room downstairs.
- k. Summer maintenance –
- i. Four major initiatives 8.21 – 9.1
 - ii. Curtain repair (warrantied.) Insulation repair (taping over rips and tears in ceiling over courts and perhaps Group X room.) – Will need lift and will be here for that week.
 - iii. Window cleaning for unreachable windows. Will be done before the recoating of gym floors, which will take 5 days – 2 days to apply; 3 to dry.
 - iv. Floor - Using acrylic to keep building open. Other benefit, it can be varnished to be refreshed.
 - v. Anything on the court will be cancelled.
 - vi. Martial arts can move to Group X.
 - vii. No programs; light week.
 - viii. Keep track open? Close area to kids? Outside lane for kids? Child watch will be open.
 - ix. What does happen if a kid does touch it? Is there harm?
 - x. Curious crowd ideas – police tape. Use pickleball barriers for gaps. Tape notices to some cones. Fines will be assessed if you step on floor. Poison signs. Snow fence. Any other things being stored. Big fun sign.
 - xi. Lane one will be closed.
 - xii. Two spots in ceiling over lobby from air condition condensation. System needed to be primed when they blow it out. Fault accepted by Kramer. Jerry Gorski to get it on the agenda for the Chair meeting. Kramer's insurance, Liberty Mutual, is taking care of it. Will get estimate from Rob Fischer. Hope to do it Week of 28th after closing.
- l. Program Preview 8/24 6-8 PM – Activity guide at printer. Instructors here.
Passport to programs – like a scavenger hunt. Get a stamp. Enter a raffle. Demos.
6. Old Business
- a. Signs for senior parking – bringing it up at Chair meeting. Remind Dave Kraynik.
 - b. Handicapped spots have been painted.
 - c. Park and Rec update –
 - i. Concert under the stars successful.

- ii. Retention pond dredging is scheduled for winter to control smell – grant covered.
- iii. New community center gardening group – board liaison chosen. It will be at a township park.
- d. Zumbathon on October 21st – logistics being planned. It's in the guide.
- e. Chris is exploring a drone operator for group photo outside.

7. New Business

- a. Gerry will be asked about handrail for senior center at \$15K and alternative materials/specifications.
- b. Give local subcontractors the chance at work –
 - i. For a lot of bids, by law there is a requirement to accept the lowest bidder or there are risks of litigation.
 - ii. \$19,100 is bid threshold.
 - iii. Prevents nepotism.
 - iv. Above the threshold goes to open bid. Insurance company often can select vendor.
- c. Renewals for passholders.
 - i. 30 days in advance, reminders go out through community pass, as well as the day before and the day of.
 - ii. Phone calls are made.
 - iii. Anniversary celebration it will be mentioned.
 - iv. What happens if it expires when passholders arrive? Recent, grace will be extended, but reminders will be given. Have to re-sign up.
 - v. Monthly payments have to come in to center. Change in category, have to come in to center. Software doesn't support change of membership.
 - vi. Rates are remaining the same for the rest of this budget year, but expect them to go up thereafter.
- d. Next 6 months evaluating changing the structure of rates. The various categories are cumbersome. It will be challenging to decide how to roll out the new rates.
- e. Roof is a green roof.
 - i. It was not supposed to be tall plants. Birds dropped plants. Abundant growth.
 - ii. It looks like weeds; some are and some aren't.
 - iii. Can't just mow it all.
 - iv. Senior Gardening Club assessed.
 - v. Can't be pulled or it compromises the green roof.
 - vi. Has to be cut with sheers.
 - vii. Considering bringing in a landscaper.
 - viii. By September anniversary celebration, it will be tended to.
 - ix. PECO has the same issue.
- f. Landscaper's contract ended this month. New landscaper being assessed.

8. Adjournment