



UPPER MERION TOWNSHIP BOARD OF SUPERVISORS

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BOARD OF SUPERVISORS

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ACTING TOWNSHIP MANAGER/ SECRETARY-TREASURER

SALLY SLOOK

TOWNSHIP SOLICITOR

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

Minutes

Community Center Complex Advisory Board February 19, 2019 7:30pm

- 1) Attendance – GlennAnne Chabala, Paul Kubler, Chris Levy, Deena Newman, Terry Stevens, Hal Lichtman, Sharon Davis, Karen Huller
- 2) Pledge of Allegiance
- 3) Approval of January 15th minutes – Chris moved to approve; all approved
- 4) Report from Hal Lichtman
 - a) Expects docs to be finished in next 2-3 weeks
 - b) Then staff will sit down to review and come to an agreement
 - c) Will put it on PennBid to start bidding process
 - d) Will have 3-4 weeks to get bids, then review, selecting by June
 - i) Bid will go to the lowest qualified bidder
 - ii) Staging in June
 - (1) This will take over the entire back parking lot – 52 spots
 - (2) Adventure Day Camp 1 & 2, plus several weekly camps, will also be here and will impact pick ups and drops off
 - (3) Swim meets will be a mess
 - (a) Last year there were staff to direct meet parking
 - (b) Have to evaluate shuttle services from Caley for meets
 - (i) Not budgeted
 - (c) League makes the schedule
 - (d) Can't wait until September to start
 - (4) Cranes will be in the back
 - iii) Work to begin by July
 - e) 4 phases – estimated to take 2.5 months
 - i) It's a 4 month project, but can't start work until roofing materials are on site
 - (1) Have to be approved, fabricated, and delivered
 - ii) Start in front (past offices) and work back in "bays," 2-3 weeks per bay

- (1) Staff decided to start in front
 - (a) People will see progress and see purpose for inconvenience
 - (b) Can have a front court to use when ready
 - (c) At night there will be access
 - (d) Sudha is working with programmers to coordinate activities with what's available
 - (e) Downstairs will be open and available
 - (f) Fitness Center will always be available
- (2) 3 support beams is bay 1
 - (a) The next 3 is bay 2
 - (b) The next 2 are bay 3
 - (c) The next 3 are bay 4
- iii) Will allow 2 basketball courts to stay active throughout project
- iv) Temporary covered walkway all the way around the building to enable continual usage of path and access to side rooms
- v) Inside and outside inconveniences
 - (1) Senior Center
 - (a) The entire project will impact them
 - (b) Can't have activities under roof while they are working above it
 - (c) GlennAnne and Hal will meet with Senior Center Board
 - (d) Relocation of offices and entrance
 - (i) Entrances will have to be off patio
 - (ii) Will have to move offices back near patio for 3-4 weeks
 - (e) They may have to cancel any activities in meeting room when they get to that point
 - (f) Patio will be impacted when putting on roof and doing accessories
 - (i) No large equipment will be there
 - (2) Upstairs exercise room will be impacted
 - (a) Activities will have to be cancelled or relocated
 - (3) Further details will be worked out when contractor is selected
- vi) Chris – We will get complaints and wants to head them off
 - (1) Announce it early
 - (2) Terry – how to answer questions about why the roof wasn't done before
 - (a) A roof study was done and an engineer reported the roof was structurally sound and would support a new roof on top
 - (b) Building is at least 50 years old and was intended as an industrial building
 - (i) No concerns about insulation
 - (3) Situation over the stairwell to back door, roof and new roof has no snow guard
 - (a) Snow guards will go up on old and new roofs
 - (b) A new wall will go in
- vii) Hoping main roof work will be done by September and will be water proofed before hurricane season
- f) Hal offered BOS alternate fee to provide full time supervision; not approved
 - i) May be open to discussion
 - ii) Once per week visits/updates is in his current contract
 - iii) He will provide weekly updates (minutes and inspection reports) to BOS
 - (1) C3AB will request from BOS to share those reports with us
 - iv) Hal is willing to come in monthly to talk to C3AB and update

- g) Details of temporary work to facilitate continuing operations of center
 - i) The roof installation would take a month if we could shut down the facility
 - ii) Mechanical equipment coming through walls and duct work there are penetration problems
 - iii) Extending roof 8' over equipment to mitigate those issues
 - iv) 30-year roof
 - v) Can't say a very heavy, driving rain won't cause problems
 - vi) Sharon – why can't it be fixed?
 - (1) Wall would have to be opened up
 - (2) HVAC shut down and removed
 - (3) Hopefully find a problem, but maybe not
 - (4) Reassembly still no guarantee it won't leak then
 - (5) BOS doesn't want to get into it
 - vii) Sharon – What would you do if it were your house?
 - (1) These problems wouldn't occur in a house
 - (2) Believes what is proposed is a reasonable approach
 - (3) Sharon believes this is another patch job rather than a fix
 - (4) BOS has already approved

5) Staff Report

- a) Minimize passholder impact from roof
 - i) Get information out before they come to us
 - (1) Pre-construction town hall? (Paul)
 - (2) Pre-construction party (Deena)
 - (3) E-mail blasts
 - (4) Chris idea- video
 - (a) Run it on all monitors and from time to time on UMGA-TV
 - (b) Karen - Use the BOS presentation, which is recorded
 - ii) All passholders are priority; all users are important – ideas to get that across
 - (1) Deena – offer passholders extra programming at the pool
 - (2) Day passes to the pool
 - (a) Doesn't benefit people who already joined the pool
 - (3) Open extra hours on the weekends
 - (4) One free activity up to \$X
 - (5) Free pickleball lessons with Supervisor Greg Waks
 - (6) Come next month with some feasible, no-cost options
 - (7) Ask passholders to select their “inconvenience” prize, or “value” prize
 - (8) Terry should ask Seniors what they would want
 - iii) Start 2 months prior
 - iv) GlennAnne wants to share with seniors after contractor selected
 - (1) State the phases
 - (2) Be clear about the inconveniences
 - (a) Parking
 - (b) Entry
 - v) Pickleball court will be closed for the summer and will be ready for when people return to indoor pickleball
 - vi) There will be scaffolding
- b) Passholder update

- i) 2338 members
- ii) Since 1.1.19 had 122 new members
 - (1) Grew 79 or so from last month
 - (2) Did these people come from Fairmount?
 - (a) Fairmount closed as of February
 - (b) No designation for that facility / for sale
 - (c) Is equipment for sale?
 - (d) Did have some conversions, but not everyone
 - (e) P&R has been over at Fairmount with information about free week/month
 - (f) Gerri spoke with GM and owner
 - (g) GM is promoting the center to its members
 - (h) Some instructors have come over
 - (3) Didn't have the week free for EVERYONE when Lucille Roberts closed
 - (4) The front desk is trained to ask what brings people there
 - (5) There is an organized tour
 - (a) 24 hours after tour an e-mail is sent out
 - (b) 7 days later another e-mail is sent
 - (c) If they haven't joined, more offerings, answer questions
 - (d) 30 days, another e-mail, then nothing
- iii) Currently generated \$64K; \$10K more than last year
- c) Capital budget update
 - i) Got burnisher and auto-scrubber (ride on)
 - ii) Divider being put in front desk office
 - iii) \$25K for pool feasibility
- d) BCA grant
 - i) Still working on whether they will do joint grant
 - (1) Dick is concerned
 - (a) Seniors usually get what they want
 - (b) Will it hurt them to present a joint grant with us
 - (2) They will still file for another computer and bus trips
 - ii) Terry thinks they should survey seniors to see if they would even use the trampolines
 - (1) The point was that the community center would use them and offer the senior center free programming in exchange
 - iii) Paul notices that they are part of the building, but operate independently
 - (1) Senior center gets facility rent free
 - (2) It would be more in the spirit of community to do a joint grant
 - (3) The senior center is also trying to attract the younger demographic
 - (4) If they don't share their knowledge, it won't work
 - iv) Heather can just put in our own grant for aqua trampolines
 - v) Anything that can be used at the pool in the big lawn; a temporary amenity
 - (1) There's still so much space
 - (2) A movie screen?
 - (3) Remnants of a shuffleboard court
 - (4) There is Gaga
- e) Joint meeting May 16th 7:30pm-8:00pm
 - i) Paul will get a draft out
 - ii) Challenges and opportunities
 - (1) Opportunity – allowing staff who are asked about classes to take classes

- (2) Have a student liaison
 - iii) Success stories
 - (1) New board members (Terry and Deena)
- 6) Gulph, middle school, and C3AB for ADC1
 - a) Roberts is doing roof work
 - b) Have not been able to contract with Caley
 - c) 9-13 will be at C3
 - d) Waiting list of 50+ last year
- 7) ADC2 is here because of school cleaning
- 8) Board of Supervisors Liaison Report (Greg not in attendance)
- 9) Park and Recreation Advisory Board Liaison Report
 - a) Meeting cancelled due to snow
 - b) Dr. Toleno was supposed to be there and had to cancel
 - c) He will be at the next meeting
- 10) Senior Center Representative Liaison Report
 - a) Will ask BCA for umbrellas
 - i) \$300-900
 - ii) Have to be high quality/safe
 - b) Mosquitoes
 - i) Natural products are cheap
 - ii) Would benefit neighborhood
 - iii) Bat house
 - (1) Have an Eagle Scout build one
 - c) Mice
 - i) Park & Rec doesn't have mice
 - ii) People eat in the office
 - (1) Put up a sign to prohibit eating
 - iii) New doors may help with control
 - iv) Mouse traps are obvious
 - d) Should get a lot of money due to township revenue
- 11) Old Business
 - a) Terry – The Moore House keeps coming up (8th and Moore)
 - i) There's always been mold there
 - ii) BOS have approved a contract for an environmental engineering company to design and oversee the remediation of that building completely
 - iii) Starting within the next 30 days (design)
 - iv) Will be bid out as construction contract to do remediation under guidance of environmental engineer
 - v) Not a patch job
 - vi) They had originally asked Hal to take a look and tell them what it needs to be fixed up
 - vii) Hal saw it and wouldn't go anywhere near it until it was tested
 - viii) BOS approved testing
 - ix) Hal brought in firm to do that

- (1) Found a lot of “stuff”
 - (2) Proceeding with compiling documents to get the “stuff” remediated
 - (3) Once remediated, he will go into building and see what it needs to be structurally and functionally sound
 - (4) Then the BOS will decide what to do with that building
 - (5) The part that is now the engineering design work is part of a state grant
 - (6) Just applied for another grant to do actual remediation work
 - (a) Town has committed to match those funds
 - (7) Not historically registered, but historical to the town
 - (a) The original house (25% of complex) was pre-revolution quarters
 - (8) Used to be arts center
 - (9) Talk about putting in an events or arts facility, or a breakfast place, or restaurant
 - (10) Was built in phases and don’t know what the condition of those phases are
- b) Mullen tract will be knocked down in beginning of March
- i) P&R has to remove things inside
- c) GlennAnne said it’s \$500 to get new pickleball nets
- i) They aren’t a better quality
 - ii) When the old ones wear out, they’ll get new ones
- d) Paul is bringing up for 3rd year - Pool memberships free for lifeguards
- i) They are allowed to swim laps to stay in shape
 - ii) BOS summary
 - (1) Lifeguards are PT
 - (2) There are so many PT employees in the township
 - (3) It’s not fair to give such a benefit to some PT employees and not others
 - iii) Teachers get discounts here; it’s about \$600, about 22% discount
 - (1) It was dictated by BOS and not for discussion
 - iv) Township employees who live in the township get 5% discount
 - v) Community board members get 5% discount
 - vi) People choose to work at other places in the community
 - vii) Everyone gets a little perk from where they work
 - (1) Got staff time and a half on holidays
 - viii) Can’t we just let them go to a class?
 - (1) GlennAnne won’t take that chance
 - (2) Was clearly told it was not allowed
 - (3) Anyone can get a 1 week free trial
- e) BOS decides if building gets closed

12) New Business

- a) Hal approval to work with us on pool feasibility study
 - i) Will write the scope into an RFP/RFQ and put bid out
 - ii) He did this for Crow Creek Trail
 - iii) Had 1st meeting at 6:30 PM tonight
 - iv) Interviews were done by Park & Rec board of firms that were selected from those who sent proposals
 - v) We will do the same as a board – vet proposals
 - (1) Hal will pre-vet to make sure all requirements were met
 - (2) He will go through them with us to find out which we want to see
 - (3) Will bring firms in to see their presentations

- (4) Each presentation was 45 – 120 minutes (we can set the structure)
- (5) Ask each the same questions, come up with a scoring system
- vi) Heather is peripherally involved as part-time staff
- vii) Professional services don't have to be bid out
- b) \$2400 to repair basketball rim
 - i) Can't be lowered
 - ii) Going to eventually put motorized in
 - iii) Could use court for volleyball
- c) Vending machines are still an issue
 - i) One machine wasn't working
 - ii) People were shoving sugar packets in it
 - iii) Moving coffee table, Keurig; not offering anymore
 - iv) Next year the break room will be used to expand child watch
 - v) People keep complaining that their change gets taken
 - (1) Putting signs on machines to e-mail vendors when there is a problem
 - (2) Will get an envelop from vendor to reimburse for lost change
 - vi) Get suggestions for healthy choices
 - vii) Chris and Paul don't think they're worth the trouble
 - (1) It is a service that people use
 - (2) It's a last ditch effort to keep them
 - (3) \$17-21 per quarter made; more of a gift to passholders

13) Adjournment