

UPPER MERION TOWNSHIP BOARD OF SUPERVISORS
JOINT MEETING
APRIL 27, 2017

The Board of Supervisors of Upper Merion Township met for a Joint Meeting on Thursday, April 27, 2017 in the Board Room, in the Township Building in King of Prussia. The meeting was called to order at 7:21 p.m., followed by a pledge to the flag.

VICE-CHAIRMAN'S COMMENTS:

An Executive Session was held prior to this meeting to discuss personnel matters.

DISCUSSIONS:

UPPER MERION FOUNDATION

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, Erika Spott, and Carole Kenney. Others present were: Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Vincent O'Grady, Vice Chairman; Laurel Dasher, Secretary, and Angela Caramenico, Assistant to Township Manager. Chairman Bill Jenaway was absent.

Mr. Vincent O'Grady, Vice Chairman, reviewed the mission statement of the Foundation and provided a rundown of recent awards made to various organizations. Highlights as follows:

- West End Civic Association - \$500 (reimbursement)
- Police Department - \$3,200 for patrol car radios and a needed sign
- Township employee scholarship fund - \$5,000
- Firemen's Relief Association - \$1,000 (helps volunteers get the necessary background checks which are important for community protection).

Other initiatives:

- AmazonSmile a simple and automatic way to show support for the Foundation
- Partnered with the Economic and Community Development Committee to create a program to assist with funding for the Upper Merion Township Community Center in terms of memberships and programs for those in need based on hardship.

- Working with the Senior Center to identify senior needs and issues.

Mr. Philips urged citizens to consider the Foundation when making estate planning decisions. He also encouraged using AmazonSmile as an easy way to support the good work of the Foundation.

Mr. Waks pointed out there are people struggling financially in this township and it is important for an organization like the Foundation to identify these needs and provide assistance in the coming years.

Mrs. Kenney views a partnership with the Upper Merion Senior Services Center as being very important. She said senior problems may not be so much financial as such things as finding ways for them to remain in their homes.

Laurel Dasher commented there is an opportunity for commercial businesses as well as residents to do some good for the community with support for the Foundation.

BOARD OF COMMUNITY ASSISTANCE (BCA)

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, Erika Spott, and Carol Kenney. Also present were David Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Lydia Dan Sardinas, Chairperson; Scott Milner, Vice Chairperson. Supervisor Jenaway was absent.

Ms. Dan Sardinas, Chairperson, provided statistical information documenting a positive trend in the increase of organization and scholarship applications which was due to the support of the Board of Supervisors and the work the BCA has done to promote the BCA grant and scholarship opportunities.

Ms. Dan Sardinas noted the BCA has been in existence since 2013 and since then the funding available from the Valley Forge Casino has been in the \$145,000 to \$160,000 range. It was noted organization awards range from \$1,000 to \$10,000. Scholarships range from \$1,000 to \$10,000 and this is the third 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 18th business meeting. An awards reception at the Valley Forge Casino will be held on Wednesday, June 7th.

Mr. Philips stated last year's scholarship award winners ranged the gamut from Penn State to MIT. Every year since its inception the BCA received applications from bright, talented and dedicated students. Mr. Philips said the

Board of Supervisors is continually impressed by the quality of applications reviewed and submitted by the BCA and expressed appreciation to the BCA for their hard work and the many hours spent reviewing these applications.

Mr. Waks pointed out the applications are extremely competitive, especially for the organizations. He noted the total value requested for organizational grants was well over \$400,000 this year; the BCA has \$158,000 to award every year. Usually \$50,000 goes to scholarships and \$100,000 for organizational grants. Less than \$1 of every \$4 requested (25%) is actually provided which demonstrates the BCA's difficult decision-making process for these outstanding and highly competitive applications.

Mrs. Spott encouraged those who may not receive an award this year to keep trying.

Mr. Milner mentioned the \$400,000 is the capped figure and in reading some of the project plans some of them exceed six figures by themselves.

As Board Liaison to the BCA, Mr. Waks said he can attest to the genuine effort by the BCA to spread the funds around as much as possible.

Mrs. Kenney asked if there are repeat applicants and if they are viewed differently. Mr. Milner responded there are repeat applicants. He said the BCA looks closely at the following 1) did they complete the project on time, 2) did they notify the BCA as required as part of the application at the year-end deadline, 3) did they attend the award event, 4) were they active participants in the community after they received the award.

Mrs. Kenney asked if the BCA provides advice to borderline organizations to strengthen their chances next year. Mr. Milner responded BCA members would be happy to talk to any organization not receiving funds to provide them with feedback on the application process. It was noted there are some factors the BCA considers year after year such as the impact in the community.

Mrs. Kenney asked if the BCA is satisfied with the accountability at the end of the year. Mr. Milner responded the BCA is generally satisfied. He said most are repeat applicants. The BCA looks for receipts, photos and other information demonstrating what the organization accomplished as a group. Mr. Milner mentioned one year the BCA asked an organization to make a presentation to the BCA. He indicated each year they update the audit and accountability process to see what makes the most sense to assure the funds are going toward their designated purpose.

Ms. Dan Sardinas said some organizations had money left over or the project changed and asked to have this applied for another purpose.

Mrs. Kenney asked for clarification about the public relations aspect of demonstrating what the BCA has accomplished. Mr. Milner responded the BCA is partnering with the Valley Forge Casino Resort and their PR team to make sure the word gets out and everyone recognizes the good work that is supported with these funds.

As Board Liaison to the BCA, Mr. Waks said he provides information every January/February about his experiences observing the BCA deliberations so that potential applicants will know what the BCA is looking for in an application.

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

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, Erika Spott, and Carol Kenney. Others present were: Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manger; Ed O'Brien, Public Works; Diane Reilly, Secretary; Jim Ruddy, Treasurer. Supervisor Jenaway was absent.

Mr. James "Jim" Ruddy, Vice Chairperson, provided some opening comments.

Mr. Ed O'Brien, Director of Public Works, provided an overview of the 2017 projects for the Upper Merion Municipal Utility Authority as well as the Sewer Revenue Account (SRA).

Upgrade of the Matsonford Pumping Station – The Authority is the funding source for a total of \$450,000. Engineer is Cardo BCM and the contract award went to Blooming Glen Contractors. Project is completed and all systems are on line.

MS4 Stormwater Outfall Screening Project – The General Fund is the funding source for a total of \$10,900. Engineer is Arro Engineers. Project recently completed.

Trout Run Creek Streambank Stabilization Project – The Sewer Revenue Account is the funding source for a total of \$40,000. Engineer is Arro and project is in design phase.

Update Digital Sanitary Sewer Mapping Project – The Sewer Revenue Account is the funding source for a total of \$50,000. Engineer is Arro. Project completed.

Ross Road Pumping Station Sewage Grinder Project – The Sewer Revenue Account is the funding source for a total of \$30,000. Engineer is Arro.

Project completed.

Revise and Update Standard Specifications for the Sanitary Sewer Collection and Conveyance System – the Sewer Revenue Account is the funding source for a total of \$7,795. Engineer is Arro.

Develop Painting Specifications for both POTWs and Pumping Stations- The Sewer Revenue Account is the funding source for a total of \$15,115. Engineer is Arro. Work is ongoing.

Replace Matsunk W.P.C.C. Screenings Building – UMMUA is Funding source for a total of \$400,000. Engineer is Arro.

Mr. O'Brien provided an update of the Municipal Industrial Pretreatment (MIPP) Program with a summary of 2016 compliance award winners as follows: Arkema, GlaxoSmithKline, Montgomery County Landfill, iCeutica, Inc., and LeBus Baker, Inc.

Mr. O'Brien noted Upper Merion Township recognizes what companies are doing in other areas regarding the environment and pollution prevention. For 2016, GlaxoSmithKline was the award winner for energy conservation and plastics recycling and Renmatix, Inc. was recognized for energy conservation.

The Upper Merion 2016 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 2016. 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 2016 are as follows:

- operate and maintain 2 wastewater treatment plants and 11 pumping stations
- total of 5 sanitary sewer overflows. PA DEP mandated reporting procedures were followed in all cases and no NOVs were issued from PA DEP.
- there were no new sewer extensions added to the system last year
- with regard to capacity for the system, 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.

Mr. Dave Kraynik, Executive Secretary, stated in the fall of 2016 both the Authority and the Board of Supervisors took legal steps to adopt the new Articles of Incorporation which allows the Utility Authority to add stormwater management responsibilities to its scope of work. Earlier this year the state approved the name change to Upper Merion Sanitary and Stormwater Authority (UMSSA).

Mr. Kraynik said residents will be made aware there is a concerted effort to address the stormwater issues that our community faces. To this end, in December 2016 a contract was awarded to Gannett Fleming to conduct a comprehensive stormwater study which is now in its third month and will take approximately 12 months to complete. The firm is currently doing baseline studying looking at the 1995 study by Gannett Fleming which was the last time comprehensive stormwater was reviewed in this community. There is a significant amount of public outreach which will be done in the coming months.

Once the study is completed, a comprehensive list of capital projects will be developed as well as the estimated costs over the next 10 to 15 years to improve the stormwater management capabilities in the community.

Mr. Philips commented on the recent Pennsylvania State Association of Township Supervisors (PSATS) Conference he attended with Chairman Jenaway, Supervisor Waks and Township Manager Dave Kraynik. He mentioned the well-attended seminar on MS4 regulations and the big push by the state to meet these standards.

Mr. Philips pointed out that planning and development engineers for years had always tried to do one thing which is get all the water from the development site into the stream as quickly as possible. Over the last six years since he has been on the Board of Supervisors, he has heard a number of stories of creeks in the township that are eroding and banks and flooding areas that have never been flooded before. What used to go back into the ground to recharge the aquifer now goes into stormwater. The ongoing stormwater study will look at how best to use Best Management practices to replenish the aquifers. He said the new Authority with their expanded stormwater role will provide an opportunity to identify and correct some of the deficiencies throughout the township.

Mrs. Kenney pointed out 50% of our rivers, lakes, streams and bays are not suitable for fishing or swimming and demonstrate the need to reduce the amount of stormwater going unchecked into our streams and keeping it on the originating properties. She said it is not just a matter of quantity, but the quality of the water ending up in our creeks and streams flowing directly into the Schuylkill and into the Delaware Bay that needs to be improved.

ENVIRONMENTAL ADVISORY COUNCIL (EAC)

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, Erika Spott, and Carole Kenney. Also present were: Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Janet Serfass, Staff Liaison; Kate Vaccaro, Chairperson; John Wellnau, Chairperson; Brittany Grala; Stacey Henderson; Zachery Davis. Chairman Jenaway was absent.

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

- Revised messaging in mission statement
- Coordinated with others to implement "Clean the Parks" event last spring
- Distributed rain barrels – grant received from BCA made it possible to purchase a good number of rain barrels
- Worked closely with the Schuylkill Action Network on a number of different projects – identifying a possible location to demonstrate how to install and utilize a meadow
- Participated in Earth Day last weekend – rain barrel display
- Set up dates for upcoming hazardous waste event at Lockheed Martin on May 13th
- Facilitate Schuylkill Action Network's distribution of stormwater decals
- Increased information distribution to residents, for example, some recycling opportunities people may not know about
- Exploring alternative renewable energy source opportunities
- Exploring and focusing on additional water conservation efforts and opportunities.
- Discussing ways to implement water filling stations at outdoor parks and elsewhere
- Stream cleanup – date to be determined

Mr. Philips asked about the SolSmart designation. Ms. Sally Slook, Assistant Township Manger responded the Township has received a SolSmart technical assistance grant, a federal program administered by the Solar Powering American by Recognizing Communities (SPARC). These solar advisors will work with the Township in developing solar ordinances in transitioning and making solar more feasible in the township. The Township is working through the process to achieve Silver status.

Mr. Philips explained this is a program much like the Leadership in Energy and Environmental design and encompasses changing township zoning to eliminate the obstacles to solar. He appreciates being more proactive in setting the bar higher to achieve Silver status.

As Board Liaison to the EAC, Mr. Waks thanked the members for their dedication and energetic efforts to create a more environmentally protective and sustainable community. He mentioned Upper Merion Township received the highest Diamond level Sustainability award from the Greater Valley Forge Transportation Management Association. Mr. Waks noted EAC's effort in promoting renewability and recycling played a role in that recognition for the township.

Mrs. Kenney commended the EAC for working in individual community groups in cleaning up streams and parks and helping our community take care of its resources.

With regard to recycling, Mrs. Kenney would like to see an event to include hard drive crushing machines.

Mr. Philips asked about recycling for electronic items. Mr. Waks commented for many years there were electronic recycling events held in Upper Merion Township. Last year the Public Works Department applied for a BCA grant for an electronic recycling event and they received the grant which was scheduled last year. It was noted the Public Works Department applied to the BCA for a similar grant this year. The results of all BCA grants will be announced at the Board of Supervisors business meeting on May 18th.

LIBRARY BOARD

ROLL CALL:

Supervisors present were: Greg Philips, Greg Waks, Erika Spott, and Carole Kenney. Also present were: Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Laura Arnold, Library Director; Jeanne Kaufman, Head of Child Services; David Bristowe, Chairperson, Library Board of Directors; Sharon Duris, Fauzia Shamin; Angela Caramenico, Assistant to the Township Manager. Chairman Bill Jenaway was absent.

Mr. David Bristowe, Chairperson, offered introductory remarks and provided some key statistics on library usage.

- Last year over 125,000 people visited the library
- Close to 200,000 items were checked out of the library and about 65% were children's items
- Approximately 26,000 people attended 700 adult and children's programs that were offered in the library.
- There are 53 online resources made available to the public
- The fax and scanner were used 132 times
- Facebook posts totaled about 200,000 which was double over last year.

- There were 68 community partnerships ranging from 19 preschool and childhood centers to mother's clubs

Laura Arnhold, Library Director, provided an overview of programming offered at the library. Highlights as follows:

- Reading buddies program which partners older school students with younger children – about 50 pairs meet in the library every week
- Story time and early childhood programs to increase early literacy skills
- Popular Harry Potter programs
- Outdoor races and games last summer
- Author visits for 4th grade students
- Provide a number of STEM programs
- Fun Friday after school programs
- Tech nights during which high school students partner with people in the township who want to become more tech savvy
- Geometry for young children
- Diwali Celebration – about 200 people at last event
- Black History Celebration – most popular presentation offered with about 350 people
- Outreach with storytellers to 19 preschool and child care centers in the community
- Science butterfly tent last summer which was set up in the Children's Department
- Holocaust survivor presentation
- Partnering with Upper Merion Community Center on Fridays – free fitness classes
- Partnering with GlaxoSmithKline and the Franklin Institute to provide science in the summer every year
- Read to the Dog Program

Ms. Arnhold stated a community survey at the beginning of the year yielded 335 responses and suggestions from the community members and provided good information about where they want the library to go in the future. The library is looking at branding and marketing to assure that all promotional material coming out of the library will have the same look and feel. The main point raised from the survey is educating the public about everything the library offers.

Ms. Arnhold said it is envisioned to create the library as a community hub – where everyone feels safe and welcome, and have access to information, and technology.

Ms. Arnhold discussed ways to get to the future. Highlights as follows:

- Developing a strategic plan to be disseminated in the summer
- Identified stakeholders and working on creating a foundation
- Working on a mission statement
- Working on goals and objectives
- New brand for the library at the start of the new year
- An in-service day of training was held with staff on President's Day to discuss customer service and the library's vision for the future

Ms. Arnhold noted one third of the responses to the survey were received online. Two-thirds of those answers were filled out by people while they were in the library. Results were overwhelmingly positive. Many people were interested in a drive-up book drop, computer classes and a coffee shop option. Ms. Arnhold said staff is currently exploring feasibility of these suggestions, the cost involved, and whether these are areas to focus on.

Ms. Arnhold discussed other library initiatives. Highlights as follows:

- Working toward becoming a PA Forward Silver Star Library – Upper Merion Township Library is currently a Bronze Star Library
- Recently completed a large weeding initiative. Approximately 15% of the collection was removed. Weeded books were used for a fundraising initiative.
- Pop up computer lab
- Drive-up book and media return to make it more accessible for people to return their items
- Twitter book discussion to focus on millennials
- Resource sharing and highlighting of Library's online resources since many people are not aware of what is available.
- "How to Festival"

Mr. Philips commented on the library's ambitious schedule for the future. He said he favors the idea of a coffee shop.

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.

Mr. Philips suggested having video vignettes with the supervisors similar to what was done in marketing the community center.

Mrs. Spott commented on the exciting presentation and vision for the library's future.

Mrs. Kenney asked about the survey and if it was possible to determine how many were millennials and if they provided suggestions or an indication of

their interests. Ms. Arnhold responded there were only ten questions and the survey did not include demographic related questions.

Mr. Bristowe commented the Library Board talked about having a book discussion for millennials at a bar.

Mr. Philips commented the one thing that attracted him to the library when it was at the previous location was the architectural collection.

Mr. Philips suggested looking into a partnership with the Paint Bar opening its doors soon.

Ms. Arnold mentioned the library also offers free museum and zoo passes which is another resource people are not aware of.

Mrs. Kenney said more education is needed to educate the public on the library's various resources.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by Mrs. Kenney, seconded by Mrs. Spott, all voting "Aye" to adjourn the meeting. None opposed. Motion approved 4-0. Adjournment occurred at 9:34 p.m.

DAVID G. KRAYNIK
SECRETARY-TREASURER
TOWNSHIP MANAGER

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Minutes Approved:
Minutes Entered: