

Nor-Gwyn Pool Commission
Meeting Minutes
01/13/25

I. Call to Order

Harry Singer, acting Chairperson, called to order the regular meeting of the Nor-Gwyn Pool Commission (NGPC) at 7.34 PM. The meeting was held in person at the North Wales Boro Hall.

II. Present

In Attendance: Andy Dziedzic, Frank Gillan, Dana Simmons, and Harry Singer, all NGPC; Ken Stout (Facilities/Project Manager); Bernadette Kearney (Solicitor); Beth McConnell (Pool Manager); Ginny Oldt (former NGPC, in Advisory Capacity).

Quorum of NGPC was present

Not in Attendance: Jim Cherry (NGPC); Bob Johnson (Facilities Manager)

III. Public Comment

N/A, no members of the public in attendance

IV. Minutes

The prior months' minutes were emailed for review before the meeting. They were not reviewed.

V. Financial Statements (Treasurer's Report)

- The pool's financial statements for December 2024 were reviewed. They had been prepared by former Commissioner Ginny and reviewed and sent out by Frank. It was noted that the financials contain nothing unusual or unexpected; however, they do not account for the salary of the Director of Pool Operations (DPO) position that the NGPC is hoping to fill for the 2025 season.
- Harry made a motion to amend the agenda to include a discussion of rate increases for the 2025 season in light of the anticipated DPO hiring. Dana seconded the motion, and the motion passed.
 - After discussion of various options, Harry made a motion to increase rates by an average of 8% YOY from 2024 across all membership levels; Frank seconded the motion, which passed.

VI. Manager's Report-Beth

- New shower curtains have been purchased for restrooms
- Beth notified the Commission that she found a replacement person to assist with administrative duties during registration season

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VII. Facility Manager's Report-Ken

See Appendix A

Note: Ken brought up that an emergency generator which was in disrepair was located at the pool; the Commission advised that it should be disposed of.

VIII. Old Business/New Business

- Consideration to change meeting date and time for future meetings
 - As discussed by the NGPC via email, the meeting schedule for 2025 was to be amended to the fourth Tuesday of each month, from 7-9 PM at NW Boro Hall. Harry motioned to change the meeting date/time, Frank seconded the motion, and it passed. Harry will notify the municipalities so that the new dates/times can be published as needed.
- Discussion: Plan of Action for 2025 Season-Assign Tasks
 - Given Chairperson Ginny's resignation at the December 2024 meeting, it was discussed that acting roles needed to be assigned until official appointments are made at the February meeting. These acting appointments were discussed and decided as follows:
 - Harry Singer, Chairperson
 - Andy Dziedzic, Vice Chairperson
 - Frank Gillan, Treasurer
 - Dana Simmons, Secretary
 - Harry made a motion to confirm these appointments, which was seconded by Dana, and the motion passed.
 - Harry distributed a task list previously handled by Ginny along with proposed assignments to NGPC members, by role. However, it should be noted that the NGPC hopes that the new DPO will assume most if not all of these responsibilities.
- Discussion of proposed amendments to By-Laws. This will be added to the agenda for the February meeting and voted upon at that time.
- The DPO position has been posted, and several candidates have applied. The Hiring Committee ('the Committee,' i.e. Andy, Dana and Harry) have provided their availability for interviews to the municipalities.

IX. Adjournment

Motion to Adjourn was made at approximately 9.10 by Harry. This was seconded by Andy, and passed.

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APPENDIX A

Work orders

o Open work orders 31 (Open and On-Hold) (this number does not include numbers below)

♣ Off Season items 19

♣ Spring repairs 15

o Closed work orders 19 (November- December)

♣ Total closed for 2024 79

o Fall work procedure and check off sheet (yearly)
Completed and in maintenance drive

o Spring procedure (yearly) under development

o PM work orders identified (12)

· Maintenance Staff

o When we did the maintenance assistant job description, we put into the benefit section that free membership is included after working 50 hours. Does this need to be in our by-laws?

o I would like to hire a laborer that can cut grass and assist maintenance staff. I would like to make up a Maintenance Helper position with a job description.

· Spring Start up work

♣ Ginny has worked with Jim on setting up pool cleaning for 1 st weekend in April.

♣ Jim is putting together a list of items to purchase to allow in-house staff to complete the pool cleaning instead of outsourcing.

♣ Presently we have confirmed 4 people confirmed for the cleaning (Jim, Ken, Ben, and Pat)

♣

♣

· Power Equipment

♣ I am working to have service for our 2 zero turn mowers off season this week. The township will pick up and return the mowers. (Trumbauer's, in Quakertown is recommended and township has volunteered to transport them this fall).

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- ♣ Emergency generator needs to be overhauled including new gas tank. Do we need a generator?

- Grounds

- ♣ We have a couple holes in fence. Fox was spotted on grounds.

- ♣ Geese have found a home for off season.

- ♣ Still waiting on tree contractor to take down 2 trees and remove dead branches of 2 trees toward the township playground.

- ♣ What does board want to do with volleyball and basketball. Both need work for new season.

- Building

- ♣ The bulletin boards for swim team need to be replaced. Can not get the glass out

- ♣ We still have 2 fire extinguishers that are expired and need replaced. The township holds the contract and needs to take lead on getting them replaced.

- ♣ Back wall (roll up door) bottom is rotted out and will need to be replaced.

- Maintenance

- ♣ This off-season maintenance will be reorganizing the maintenance building. Work is about 50% complete.

- Capital Items

- ♣ Public Address System

- Contractor Identified and Parts should have arrived and Haverford Systems is willing to wait till spring installation. Hopefully we can arrange around Beth schedule for training.

- ♣ Shower valves. Valves will no longer be made / supported and parts are limited availability but expensive.

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- o Powers replacement valve 1026.14
- o Speakman alternative \$271.74 Includes shower valve and shower components. The downside the cartridges have to be removed in the fall to protect from freezing and reinstalled in the spring.
- o Reached out to Marcel Plumbing and John Vasconez - 215-768-5154 for a cost estimate but to date no one has given a quote.

♣ Pumps

- March and Associates has the contract for the replacement of main pool pump with a Spect horizontal pump and motor with VFD.

♣ Maintenance

- Replacement tools
- Tool box (\$500) at Home Depot
- Purchase 4 long garden hoses
- Purchase radios for maintenance staff to use 4 radios (\$350.36) (be able to use in filter room)
- Like to purchase a flammable storage cabinet for all combustible fluids.

♣ DE Filter

- Look at making cleaning of DE filter service and access more safely
- Install platform to assist in cleaning DE filter and access sump pump valves on water inlet side of DE filter sump. The contractor working on conceptual drawings for the new platform was lost and has to be redone. The platform part to access filter pit valves design is complete but the design for the movable platform will have 2 rails located above the existing stainless steel that will roll on channel (high density plastic and stainless steel will be the wheels and

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will have holes drilled in the roller to lock into place. Have 2 quotes with conceptual drawings. Cost ranging from \$14K to \$15.5K