

Nor-Gwyn Pool Commission
Meeting Minutes
09/16/24

I. Call to Order

Ginny Oldt called to order the regular meeting of the Nor-Gwyn Pool Commission (“NGPC”) at 7:31 PM. The meeting was held at the pool.

II. Present

Commission members attending were Frank Gillan, Ginny Oldt, Dana Simmons, Andy Dziedzic, and Harry Singer. Commissioner not in attendance was Jim Cherry. Quorum of the NGPC was present. Also present were Facilities/Project Manager Ken Stout and Pool Manager Beth McConnell. Not present were Facilities Manager Bob Johnson and Solicitor Bernadette Kearney.

III. Minutes

The prior month’s minutes were emailed for review before the meeting. Ginny made a motion to approve the minutes, which Frank seconded, and the motion passed.

IV. Financial Statements

The pool’s financial statements for August 2024 were distributed before the meeting. Ginny reported that there was nothing unusual or unexpected in the financials. She noted that we shifted money from the plastering budget into 2026 and we’re saving around \$15k on chemicals this year.

Ginny also posted her intent to move money from our checking account to Vanguard sometime after the end of the season. Andy will arrange for the appropriate Vanguard paperwork to be processed. There were no questions. Frank made a motion to approve the financials, which was seconded by Harry, and the motion passed.

V. Manager’s Report – Beth
Thoughts Moving Forward

- Supplies needed for 2025
 - Trash Can Lids 4
 - Replacement Shower Curtains (5)
 - Rescue tubes 2
 - Walkie Talkies \$1500 worth
 - Possibly a second connect 4 plastic type. Wooden one is quite broken and the other is very popular.
- Would still like to look into sound system for next summer

End of Season Clean up

- Busy last day.

- All Wibits packed away. Threw out old ones with holes to save storage space.
- No new ones needed. They all look good!
- Guards to be commended for very hard work! Had everything cleaned up and put away by 7:30pm.
- Bought them donuts for breakfast one day and pizza for dinner another.

VI. Facility Manager's Report – Ken

- The work order log is completed and running.
- **Work orders**
 - Open work orders 29
 - Closed work orders 10 (Aug-Sept 15}
 - Off season work orders 19
 - Fall work orders (yearly) under development _baby Pool done
 - Spring work orders (yearly) under development
- **Maintenance Staff**
 - Zane Shoemaker who was a lifeguard will now work with maintenance staff for off season work.
 - There is a continuing need for additional Maintenance staff.
 - So far the job posting has not produced any applicants.
 - Job description has been resolved to attract more candidates
- **Umbrellas**
 - Continue to show wear.
 - All the umbrellas have been repaired
 - Older Ones: The umbrella canvas is starting to pull away from grommets and some of the umbrellas stitching is starting to degrade. The fabric is pulling away from grommets where the stabilizer bars are attached.
 - Completed DE Filter “Burping” cleaning procedure
- Continuing entering Equipment inventory and Scan all equipment manuals.
- **Picnic Tables**
 - 2 broken tables on seat section after they were tried to be inverted
- **Chairs**
 - We have 8 chairs that are broken located between the pole buildings.
 - There are 49 good chairs but I think there is more
- **Power Equipment**
 - I plan to have them service our 2 zero turn mowers and one tractor serviced by Moyers during off season. They will pick up and return the mowers.
- **Grounds**
 - Started weeding front beds
 - We still need to trim fence lines
- **Building**
 - Locker Rooms

- Ladies and men showers
 - Have 1 shower each OOS
 - See below under capital
 - Front roll up door has a broken lock and Allen Door
 - Valve number tags purchased and installation has started and will be used in procedure documentation
 - Pump room
 - Small leak on PVC discharge piping.
 - Leak water running in through left Skimmer return.
 - **Maintenance**
 - Started Fall shutdown
 - Finished 1st cleaning of DE filter and winterization for most of piping for baby pool, and took down the feature and stored in covered picnic area.
 - Chlorine and acid injection tubing flushed with water
 - **Capital Items**
 - **Public Address System**
 - We have 2 bidders to replace existing system
 - **Shower valves.** Working with Dave Carson, Speakman, and Marcel Plumbing who have proposed replacement valves. Ken to evaluate and decide on replacements.
 - **Bergy Electric**
 - Cost incentives to convert fluorescent lights to LED lights. Walk though completed with Darryl (7/8/2024).
 - Quote is
 - Estimated Cost: \$ 2,680.00
 - Less PECO SBS rebate: - \$ 624.00
 - Expected out of pocket cost: \$ 2,056.00
 - Replace (2) existing receptacle locations with PVC boxes and surge protection receptacles Estimated Cost: \$ 530.00. “IF Its Water” just replaced the power plug with GFCI plugs which stopped the analog reading from drifting.
 - **Doors**
 - Replacement in chemical treatment room – severely corroded
 - Met with Dick Allen from Allen Door Company who suggested a Fiberglass door that will stand up to Acid and Chlorine.
 - Quote in to replace locking mechanism for front roll up door. (\$867)
 - **Pumps**
 - Quote from Huneke Associates to repair motor or replace motor with a sealed VFD rated motor.
 - Ginny getting an additional quote from Dave March
 - **Maintenance**

- Like to purchase radios for maintenance staff
 - Replacement tools
 - Tool box (\$500) at Home Depot
 - Purchase a blower that will work with our batteries
 - 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
 - Filter pit is classified as a confined space
 - We should consider install a platform to assist in cleaning DE filter and access sump pump valves.
 - Designs are being considered and costs are being evaluated.

OTHER

- A modified resume for maintenance staff has been approved and Dana will send it to the tech schools, Andy to it post via Indeed.
- Harry volunteered to fix the wobbly picnic tables.
- There was some discussion regarding flammable liquid storage. We will continue to look into the best way (and place) to store our flammables.

VII. Old/New Business

None

VIII. Adjournment

Motion to adjourn was made at 8:25 PM by Ginny which was seconded by Frank. Motion passed.