

**BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD
MEETING AGENDA
THURSDAY, NOVEMBER 3, 2022, 8:30 A.M.
COMMISSIONER'S MEETING ROOM, COURTHOUSE BASEMENT**

MEETING CALLED TO ORDER:

ROLL CALL:

- Joe, Keller President
- Tim Hite, Vice-President
- Galen Bickel, Secretary
- Fred Miller, Member
- Phil Riccio, Member
- Chuck Gojmerac, Member
- Frank Kopriva, Member
- Melissa Harpster, Commissioner's Office
- Amy Webster, Liaison Commissioner
- Paul Shaffer, Public Works
- Jim Pooler, Building & Grounds/Maintenance
- Others

OLD BUSINESS:

Approval of Meeting Minutes of October 6, 2022

- Motion Second

Approval of Financial Report for the month of October 2022

- Motion Second

Park Sign Replacement

Review and acceptance of quote(s) received.

- Motion Second

Trail Signs

- Status of purchase of supplies needed for the project.

Hazardous Tree Removal

- Status of the removal of the one remaining tree.

Streambank Stabilization Project

DCNR Grant

- Rebid in January 2023.
- Spring construction of pavilion.
- Spring road resurfacing.
- Any other updates to report?

Outhouse Pumping

- When will this be completed? PO opened.

Repair Work to Damaged Truck

- Has the truck been repaired? PO opened.
- Has the seat cover been purchased? PO opened.

Water Leak

- Has the area of the leak been identified? If so, what needs done to repair the leak?

Automatic Shut-off Faucets

- Have they been installed? PO opened.

NEW BUSINESS:

- Status of winterization and closure of the park for the season?

VALLEY VIEW PARK ISSUES/CONCERNS:

ADJOURN:

- Motion Second

**BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD
MEETING MINUTES
THURSDAY, OCTOBER 6, 2022, 8:30 A.M.
COMMISSIONER'S MEETING ROOM, COURTHOUSE BASEMENT**

Public meetings are being held both in-person and by conference call. To participate in the meeting please dial 1-408-419-1715 or 1-408-915-6290 and enter meeting number 2468097683#

MEETING CALLED TO ORDER:

President Keller called the meeting to order.

ROLL CALL:

Members Present:

- Joe Keller, President
- Tim Hite, Vice-President
- Galen Bickel, Secretary
- Fred Miller, Member
- Phil Riccio, Member
- Chuck Gojmerac, Member
- Frank Kopriva, Member

Others Present:

Donna Fisher (Conservation District), Melissa Harpster (Commissioner's Office), Paul Shaffer (Public Works), and Jim Pooler (Public Works-Building/Grounds/Maintenance).

Absent:

Amy Webster (Liaison Commissioner to the Park & Recreation Advisory Board), and Mike Hofer (CBRC)

OLD BUSINESS:

Approval of Minutes:

President Keller called for corrections or changes to the meeting minutes of September 1, 2022. **There were no corrections or changes noted.**

Motion by Tim Hite, seconded by Phil Riccio and unanimously approved to accept the minutes as prepared.

Approval of Financial Report for the month of September 2022:

President Keller called for the Financial Report.

Melissa Harpster presented the Financial Report for the month of September 2022. **There were no comments noted.**

Motion by Galen Bickel, seconded by Chuck Gojmerac and unanimously approved to accept the report as prepared.

Park Sign Replacement:

President Keller stated that the Commissioner's approved the revised Century Gothic sign draft. President Keller stated that he has sent Jack White a bid spec and he will also try and obtain at least three-3 additional quotes for the board to review.

Discussion followed.

Trail Signs:

President Keller asked Paul Shaffer if the supplies needed for the installation of the signs have been purchased. Mr. Shaffer stated that the supplies have not been purchased, but he will see that they are purchased and safely stored at the highway yard until they are needed. Melissa Harpster stated that the PO has been opened and the items will need to be purchased so the PO can be closed for the year.

Hazardous Tree Removal:

President Keller stated that he would follow-up with Yingling to make certain the one-1 remaining tree is removed. Melissa Harpster stated that Yingling has been paid in full for the tree removal project.

Discussion followed.

Streambank Stabilization Project:

Donna Fisher of the Conservation District was present at the meeting. Ms. Fisher stated that funds are available for this project. She stated that up to \$15,000.00 could be used for buffering/and trees. She asked if a stabilization sign could be installed at the project site.

Discussion followed.

Amphitheater Sponsorships Received:

Melissa Harpster stated that there have been no additional sponsorships received.

DCNR Grant:

President Keller stated that he anticipates re-bidding for the general and electrical construction in January 2023, with construction to begin in the spring of 2023. He stated that he also anticipates bidding in the spring of 2023 for the road resurfacing project. Paul Shaffer stated that the Public Works Department has fixed some potholes at the park.

Discussion followed.

NEW BUSINESS:**Outhouse Pumping:**

Paul Shaffer stated that he verbally received two-2 quotes for outhouse pumping at the park. He stated Wilt's Septic quoted \$275.00 per 1,000 gallons pumped, and Wertz quoted a figure not to \$1,000.00.

Discussion followed.

Motion by Tim Hite, seconded by Fred Miller and unanimously approved to accept the quotes received for outhouse pumping at the park and to recommend that the Commissioner's award to Wilt's Septic.

Quotes received for the damaged Valley View Park Truck:

Paul Shaffer informed the board of the accident Dwayne Dittsworth had with the Valley View Park Truck and of the damage to the truck as a result of the accident. He stated that he obtained the following three-3 quotes for repair to the truck, and recommended that the board accept the quotes received and recommend that the Commissioner's award the quote to Paul Carnell's Auto.

- Paul Carnell's Auto \$975.00
- Himmel's Riverside Garage \$1,609.08
- Superior Auto Body \$2,569.71

Discussion followed.

Motion by Tim Hite, seconded by Fred Miller and unanimously approved to accept the quotes received and to recommend that the Commissioner's award the quote to Paul Carnell's Auto, in the amount of \$975.00.

Paul Shaffer also requested an allocation of Park and Recreation Reserve Account Funds #035, in an amount not to exceed \$100.00, for the purchase of a truck seat cover for the Valley View Park Truck.

Discussion followed.

Motion by Tim Hite, seconded by Fred Miller and unanimously approved to recommend to the Commissioner's and allocation of Park and Recreation Reserve Account Funds #035, in an amount not to exceed \$100.00, for the purchase of a truck seat cover for the Valley View Park Truck.

Possible Water Leak at Valley View Park:

Jim Pooler stated that he was notified by the water department of a possible leak at Valley View Park. He stated that between September 23 and September 30 over 2,000 gallons of water was used. He stated that the county's plumber thinks the leak is new the area of the new pavilions.

Discussion followed.

Jim Pooler requested an allocation of Park and Recreation Reserve Account Funds #035, in an amount not to exceed \$500.00 to install automatic shut-off faucets in the restrooms at Valley View Park.

Motion by Tim Hite, seconded by Joe Keller and unanimously approved to recommend to the Commissioner's an allocation of Park and Recreation Reserve Account Funds #035, in an amount not to exceed \$500.00 to install automatic shut-off faucets in the restrooms at Valley View Park.

Park and Recreation Advisory Board Meeting start time for 2023:

President Keller asked the board members if the first Thursday of every month, beginning at 8:30 a.m., was still ok to hold the Park and Recreation Advisory Board Meetings, or if a different date and time needed to be selected? He stated that the county needs to run the annual sunshine notice of all publically held meetings, and needs to know if this date and time is ok for 2023.

Discussion followed.

Motion by Tim Hite, seconded by Galen Bickel and unanimously approved to hold the Park and Recreation Advisory Board Meetings for 2023, on the first Thursday of every month, beginning at 8:30 a.m.

2023 Blair County Envirothon:

Donna Fisher was present and requested approval for the Conservation District to hold their 2023 Envirothon event at Valley View Park, tentatively set to take place on April 25, 2023. She stated that if permitted, they would need to have the restrooms opened for use.

Discussion followed.

Motion by Fred Miller, seconded by Chuck Gojmerac and unanimously approved to recommend that the Commissioner's approve the Conservation District's request to hold their 2023 Envirothon event at Valley View Park, tentatively set to take place on April 25, 2023, and to ensure that the restrooms would be open for use during the event.

VALLEY VIEW PARK ISSUES/CONCERNS:

President Keller called for issues or concerns regarding Valley View Park. **There were no issues or concerns noted.**

ADJOURN:

With no further business to discuss, President Keller called for a motion to adjourn the meeting.

Motion by Phil Riccio, seconded by Galen Bickel and unanimously approved to adjourn the meeting.