

**BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD
MEETING AGENDA**

**THURSDAY, DECEMBER 1, 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:

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 November 3, 2022

- Motion Second

Approval of Financial Report for the month of November 2022

- Motion Second

Park Sign Replacement

Commissioner's to approve the acceptance of the quote received from Jack White Signs, in the amount of \$1,500.00, at today's Work Session Meeting beginning at 10 a.m.

Trail Signs

- Have the needed supplies been purchased and placed in safe storage? PO opened.

Hazardous Tree Removal

- Has the one-1 remaining hazardous tree been removed?

Streambank Stabilization Project

Status update (Paul Shaffer). Conversation with Donna Fisher regarding funds for project. Is it still the plan to have at least one-1 bank completed this winter with the remainder being addressed in the spring of 2023?

DCNR Grant

- What needs to be completed in order to rebid the project in January 2023?
- Spring construction of pavilion.
- Spring road resurfacing.
- Any other updates to report?

Outhouse Pumping

- Has this project been completed? PO opened.

Repair Work to Damaged Truck

- Has the truck been repaired? PO opened.
- PO for the seat cover purchase per Paul Shaffer has been closed.

Water Leak

- Continue monitoring the area for new leaks until repair work can be completed in the spring of 2023.

NEW BUSINESS:

VALLEY VIEW PARK ISSUES/CONCERNS:

ADJOURN: Motion Second

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

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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

Members Absent:

- Chuck Gojmerac, Member
- Frank Kopriva, Member

Others Present:

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 October 6, 2022. **There were no corrections or changes noted.**

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

Approval of Financial Report for the month of October 2022:

President Keller called for the Financial Report.

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

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

Park Sign Replacement:

President Keller stated that he requested quotes for a new sign from six or seven sign companies, however, only one quote was received. He stated the quote received was from Jack White Signs, in the total amount of \$1,500.00 for a 4' x 8' alumilite and treated lumber sign.

Discussion followed.

Motion by Fred Miller, seconded by Phil Riccio and unanimously approved to accept the quote received from Jack White Signs, in the total amount of \$1,500.00, for a 4' x 8' alumilite and treated lumber sign, and to recommend the same to the Board of Commissioner's.

Trail Signs:

President Keller asked Paul Shaffer if the supplies needed for the installation of the trail 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 immediately following the election. 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 Yingling should have the remaining tree removed next week. Melissa Harpster stated that they have been paid in full for the tree removal project.

Discussion followed.

Streambank Stabilization Project:
Paul Shaffer stated that he would reach out to Donna Fisher at the Conservation District for the funds needed for the project. He stated that he would like to have at least one completed for winter with the others being addressed in the spring of 2023 with Donna Fisher.

Discussion followed.

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 January 2023 as well for the road resurfacing project.

Discussion followed.

NEW BUSINESS:

Outhouse Pumping:

Melissa Harpster stated that the Commissioner's accepted the quote received from Wilt's Septic for outhouse pumping. She stated that the quote has been entered into MUNIS and a PO has been opened for the project. Paul Shaffer stated that he would contact Wilt's to schedule a time to complete the pumping project.

Discussion followed.

Quotes received for the damaged Valley View Park Truck:

President Keller asked Paul Shaffer if the truck has been repaired. Mr. Shaffer stated that it will be repaired after the election is over. Melissa Harpster stated that a PO has been opened for the repair work.

Truck Seat Cover:

President Keller asked Paul Shaffer if the new truck seat cover has been purchased. Mr. Shaffer stated that it has not yet been purchased. Melissa Harpster stated that a PO has been opened for this purchase.

Water Leak:

President Keller asked Jim Pooler if the source of the water leak has been identified. Mr. Pooler stated that the line has been drained and the water shut off and the leak will be addressed in the spring of 2023.

Discussion followed.

Automatic Shut-off Faucets:

President Keller asked Jim Pooler if the automatic shut-off faucets have been installed. Mr. Pooler stated that they were installed last week.

NEW BUSINESS:

Winterization and closure of the park:

President Keller asked Jim Pooler if the park has been properly winterized and closed up for the season. Mr. Pooler stated that everything has been winterized and the park has been closed.

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 Fred Milfer and unanimously approved to adjourn the meeting.