





**BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD  
MEETING MINUTES  
THURSDAY, MAY 5, 2022, 8:30 A.M.  
COMMISSIONERS MEETING ROOM, 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
- Chuck Gojmerac, Member
- Frank Kopriva, Member

**Members Absent:**

- Phil Riccio

**Absent:**

- Amy Webster, Commissioner

**Others Present:**

- Mike Hofer, CBRC Director
- Paul Shaffer, Public Works
- Jim Pooler, Maintenance
- Dwayne Dittsworth, Groundskeeper
- Melissa Harpster, Administrative Office Coordinator Commissioner's Office

**OLD BUSINESS:**

**Approval of Minutes:**

President Keller called for corrections or changes to the meeting minutes of April 7, 2022. **There were no corrections or changes noted.**

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

**Approval of Financial Report for the month of March 2022:**

President Keller called for the Financial Report.

Melissa Harpster stated that Lindsay Dempsie, Finance Director, prepared a financial report for the month of March 2022. She stated it is anticipated that a "full to-date" financial report will be available for the board's review at the June 2, 2022 meeting.

Discussion followed.

**Sign Replacement:**

Joe Keller stated that he would try to send a draft of the sign out to the Advisory Board Members for review prior to the June 2, 2022 meeting.

**Trail Signs:**

Joe Keller stated that he had sent the sign specs to the Big House and was waiting for a quote. He stated the signs would be metal and purchased through the Costar's program.

Discussion followed.

**DCNR Grant:****The following discussion occurred:**

- Drawings within two-2 weeks
- Architect review mid-May
- Contingent on Dan Crum
- Electrical drawings to DCNR – bid in July
- Chief Clerk Hemminger will submit a request for 50% of the grant funds from DCNR.
- Joe Keller stated that he would prepare and send out the Sponsorship Letter prior to the June 2, 2022 Advisory Board Meeting.

**Hazardous Tree Removal:****The following discussion occurred:**

- A meeting with a DCNR Forester regarding tree management at the park scheduled for Monday, May 16, 9 am, pavilion two.
- Discussion concerning the need to solicit quotes for additional tree and stump removal above the three-3 trees originally identified by Tom Ford.
- Motion by Fred Miller to solicit quotes for additional tree and stump removal, in an amount not to exceed \$15,000.00, seconded by Tim Hite and motion unanimously approved.

**Streambank Stabilization Project:****The following discussion occurred:**

- Identified three or four areas that need to have rock placed. Once this is completed, Donna Fisher will be notified.

**Valley View Park Issues/Concerns:****The following discussion occurred:**

- Pedestrian Bridge Replacement Project – discussed moving the bridge downstream slightly.
- Discussed the need for a General Permit (prepared by Keller Engineers and Donna Fisher)
- Motion by Tim Hite for authorization for a General Permit, seconded by Galen Bickel and motion unanimously approved.
- Discussed repairing the guiderail along the park road with wood (if good) from the dismantled amphitheater.
- Paul Shaffer stated that the hiring of an Assistant Groundskeeper would be presented at the May 18, 2022 Salary Board Meeting.

**NEW BUSINESS:****The following discussion occurred:****AYSO Request for Additional Soccer Field Usage during the month of June**

- June 7-9, 5-7:30 pm - Extension of the AYSO House Program due to two-2 weeks of cancellations due to rain/snow and unusable field conditions during the month of April.  
**Motion by Fred Miller, seconded by Galen Bickel and motion unanimously approved.**
- June 13-17, 8:30 am to 4 pm - Open camp run by UK International Soccer.  
**Motion by Fred Miller, seconded by Galen Bickel and motion unanimously approved, pending receipt of appropriate insurance/endorsements and other documents.**

- June 18, 8 am to sundown – One-day tournament hosted by AYSO called Glory on the Grass 5v5 for 9U and up and open to everyone in the surrounding area. The insured is “It’s for the Kids”.
- **Motion by Fred Miller, seconded by Galen Bickel and motion unanimously approved, pending receipt of appropriate insurance/endorsements and other documents.**

**CBRC Summer Playground Program at Valley View Park:**

- Acceptance of the COI with the required notice of cancellation shown on the COI instead of receiving a separate stand-alone cancellation endorsement for CBRC to conduct the 2022 summer playground series at Valley View Park.

**Motion by Fred Miller, seconded by Tim Hite and motion unanimously approved.**

**ADJOURN:**

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

Motion by Tim Hite, seconded by Galen Bickel and unanimously approved to adjourn the meeting.