

BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD
AGENDA
THURSDAY, SEPTEMBER 2, 2021, 8:30 A.M.
CONFERENCE ROOM 2B, 2ND FLOOR, COURTHOUSE

**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#*

CALL TO ORDER – President Joe Keller

ROLL CALL – Melissa Harpster

- President Joe Keller
- Vice-President Tim Hite
- Secretary Galen Bickel
- Member Fred Miller
- Member Phil Riccio
- Member Chuck Gojmerac
- Member Sue Kovensky
- Central Blair Recreation Commission Director Mike Hofer
- Valley View Park Groundskeeper Dwayne Dittsworth
- Valley View Assistant Groundskeeper Dwayne Cox
- Public Works Paul Shaffer
- Maintenance Jim Pooler
- Commissioner Amy Webster
- Others –

OLD BUSINESS:

Approval of Meeting Minutes for the month of August 2021.

- Motion Second

Acceptance of Treasurer’s Report for the month of August 2021.

- Motion Second

Sign Replacement.

- Revised Rules and Regulations – attached
- Updated Park Map – Joe
- Other discussion.

Trail Signs.

- Update on solicitation of quotes – Joe
- Concerns regarding possible vandalism of trail signs named after school mascots – Commissioner Webster.
- Other discussion.

DCNR Grant.

- Discussion/updates, etc.

Tree Removal/Tree Maintenance.

- Tom Ford recommendations.
- Category 23 Pesticide License from PA Department of Agriculture.

Bridge Removal.

- Chapter 105.47(b) approval to remove abutments from washed out pedestrian bridge.

Items requested for approval consideration by the Commissioners.

- Expenditure not to exceed \$600.00 for stain and rental of sprayer to stain the two-2 newest pavilions. (Approved **Resolution – 2021**)
- Expenditure not to exceed \$5,000.00 to repair roadway near the playground area. (Approved **Resolution 2021**)

NEW BUSINESS:

- Power-washer is in need of repair or replaced – Dwayne Dittsworth/or Paul Shaffer.
- General Permit for Valley View Park Streambank stabilization.
- Valley View Park ADA Evaluation Summary.
- Other concerns, issues, etc., pertaining to the park – Dwayne/Paul/Jim.

BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD
MEETING MINUTES
THURSDAY, AUGUST 5, 2021, 8:30 A.M.
CONFERENCE ROOM 2B, 2ND FLOOR, COURTHOUSE

**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 Joe Keller called the meeting to order.

Roll Call:

Members Present:

- Joe Keller, President
- Tim Hite, Vice-President
- Phil Riccio
- Sue Kovensky

Members Absent:

- Galen Bickel, Secretary
- Fred Miller
- Chuck Gojmerac

Others Present:

- Dwayne Dittsworth, Groundskeeper
- Dwayne Cox, Assistant Groundskeeper
- Paul Shaffer, Public Works
- Jim Pooler, Maintenance
- Amy Webster, Liaison Commissioner to Advisory Board
- Melissa Harpster, Commissioners Office

Old Business:

Approval of Minutes:

President Keller called for corrections or changes to the minutes of July 1, 2021. **There were no corrections or changes noted.**

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

Treasurer's Report for the month of July 2021.

President Keller called for the Treasurer's Report.

Melissa Harpster presented the report for the month of July 2021. Melissa Harpster stated that Assistant Finance Director Sarah Chuff prepared the report.

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

Sign Replacement:

President Keller stated that Melissa Harpster prepared a sample sign layout for the Advisory Boards review and discussion.

Mrs. Harpster stated that she would scan the current Rules and Regulations document to Solicitor Karn for review and comment.

President Keller stated that he would contact Grant Wills, GIS Director regarding the need of an updated park map.

Discussion followed.

Trail Signs:

President Keller stated that specifications were sent to six-6 sign companies and based on a conversation with one-1 of the companies they indicated that the total project cost would be \$1,500 to \$2,000; however, no quotes were received.

President Keller stated that he did not have an opportunity to check with any of the companies on why they did not submit a quote. He stated that the request for quote provided them two-2 months to provide the signs, with county employees providing the posts and sign installation.

President Keller stated that prior to the September meeting he would contact Solicitor Karn to see if we should resend the quote package or if we can solicit three-3 telephone quotes for the signs.

Discussion followed.

DCNR Grant:

President Keller stated that it looks like preliminary design will be November with anticipated approval by DCNR in December.

Discussion followed.

Tree Removal Project:

Dwayne Dittsworth stated that the project is moving along with nine-9 trees down to date.

President Keller stated that as a follow up to the board's recent discussions over the past several months concerning having someone look at the trees within the park in order to develop a tree maintenance program, he would reach out to Tom Ford at PSU to see if he would be able to provide the board with guidance on a tree maintenance program and for guidance on the best type of trees to replace dead trees with.

Discussion followed.

Removal and disposal of washed out bridge.

Paul Shaffer stated that the washed out bridge was removed from the streambed and disposed of. He stated that the abutment is still in place and will need to be removed.

Discussion followed.

President Keller stated that the bridge that goes to the soccer field is in need of repair.

Discussion followed.

Gravel, mulching, and re-sanding projects:

Dwayne Dittsworth stated that all three-3 projects are completed.

Items requested for approval consideration by the Commissioners:

President Keller stated that the three-3 items approved by the Advisory Board in July for submission to the Board of Commissioners for approval were approved as follows:

Resolution 283-2021: Approving the purchase of gravel, in an amount not to exceed \$1,000.00.

Resolution 284-2021: Approving Altoona Jr. HS's request for use of soccer fields 3 pm/5 pm M-F for boys/and girls soccer practice.

Resolution 285-2021: Approving AYSO's revised practice schedule for 2021.

Valley View Park Issues/Concerns:

President Keller asked if there were issues or concerns pertaining to the park that needed to be addressed.

Dwayne Dittsworth stated that the he would like authorization to purchase stain and rent a sprayer in order to be able to stain the two-2 newest pavilions.

Discussion followed.

Motion by Tim Hite, seconded by Phil Riccio and unanimously approved to recommend to the Board of Commissioners the purchase of stain and rental of a sprayer, in an amount not to exceed \$600.00.

Discussion was held regarding digging out the road by the playground area and laying a base with the county's public works department completing the project.

Motion by Tim Hite, seconded by Sue Kovensky and unanimously approved to recommend to the Board of Commissioner to repair the road by the playground area with work to be completed by the county's public works department, in an amount not to exceed \$5,000.00.

Discussion was held regarding the need to obtain an estimate to have the park's tractor/mower repaired once the 2021 season is over.

New Business:

2022 Budget:

Melissa Harpster stated that the county is currently in the process of preparing the 2022 Budget. She presented the Advisory Board Members with a draft of a projected budget for the 2022 Park and Recreation Reserve Account.

Mrs. Harpster asked the Advisory Board Members to review the drafted budget and to make comment as to the areas they feel need adjusted.

- Questioned on the dollar amount listed for gasoline. Melissa stated she would check with the Controller's Office for a year-to-date amount expended for gasoline.
- Discussed allocating an amount for Community Outreach/Grants of between \$10,000.00 and \$20,000.00.
- Discussed increasing the amount for repairs from \$625.00 to \$1,000.00.
- Discussed allocating an amount of \$5,000.00 to be used for tree removal or tree replacement costs at the park.

Amendment to Sunshine Act:

Melissa Harpster asked the Advisory Board members to review the attached Memorandum concerning an Amendment to the Sunshine Act that becomes effective on August 29, 2021.

Discussion followed.

Adjournment:

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

Motion by Sue Kovensky, seconded by Tim Hite and unanimously approved to adjourn the meeting.