

BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD

AGENDA

THURSDAY, AUGUST 5, 2021, 8:30 A.M.

CONFERENCE ROOM 2B, 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 Park 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 July 2021.

- Motion Second

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

- Motion Second

Sign Replacement.

- See attached sample for review and discussion.

Trail Signs.

- Review and discussion of quotes received.

DCNR Grant.

- Anything for discussion?

Tree Removal.

- Project update (Dwayne or Paul)

Removal and disposal of washed out bridge.

- Project Update (Dwayne or Paul)

Gravel, mulching and re-sanding.

- Project updates (Dwayne)

Items requested for approval consideration by the Commissioners.

- Purchasing of gravel in an amount not to exceed \$1,000.00 (approved Resolution 283-2021)
- Altoona Jr. HS use of soccer fields 3 pm/5 pm M-F for practice (approved Resolution 284-2021)
- AYSO revised practice schedule for 2021 (approved Resolution 285-2021)

NEW BUSINESS:

- **Budget 2022**
- **Amendment to Sunshine Act**

BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD

MEETING MINUTES

THURSDAY, JULY 1, 2021, 8:30 A.M.

CONFERENCE ROOM 2B, 2ND FLOOR

Meeting Called to Order:

President Joe Keller called the meeting to order.

Roll Call:

Members Present:

- Joe Keller, President
- Galen Bickel, Secretary
- Fred Miller,
- Phil Riccio
- Sue Kovensky

Members Absent:

- Tim Hite, Vice-President
- Chuck Gojmerac

Others Present:

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

Old Business:

Approval of Minutes:

President Keller called for corrections or changes to the minutes of June 2021. There were no corrections or changes noted.

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

Treasurer's Report for the month of June 2021.

President Keller called for the Treasurer's Report.

Melissa Harpster presented the report for the month of June 2021. Mrs. Harpster stated that the report was prepared by Assistant Finance Director Sarah Chuff.

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

Sign Replacement:

President Keller presented discussion concerning the sign replacement.

The board discussed not including the names of the Advisory Board Members, names in memory of or in honor of (trees planted) to the new sign due to the added expenses of updating the sign whenever changes would need to be made to the sign.

The board discussed including the following information to the new sign; the new map, rules and regulations, amenities, rules and regulations, days, hours and timeframe the park is open, contact info for rental information and groundskeeper's contact info.

Melissa Harpster stated that she would try and prepare a sample layout for the new sign containing the discussed context information listed above for review and discussion at the August meeting.

Discussion followed.

Trail Signs:

President Keller stated that he would prepare and send revised trail sign specifications to include an alternate material other than treated timber to several sign companies requesting quotes. He stated that he would request that the quotes be returned to Melissa Harpster no later than 2 pm on Tuesday, August 3.

Discussion followed.

DCNR Grant:

Melissa Harpster stated that the first required progress report was submitted to DCNR on June 29 by the County's Chief Clerk.

President Keller stated that he feels comfortable with construction beginning early next spring.

Discussion followed.

AYSO Practice Schedule:

President Keller requested the Advisory Boards approval to request that the Board of Commissioners approve the revised practice/game schedule received from AYSO for 2021.

Discussion followed.

Motion by Fred Miller, seconded by Galen Bickel and unanimously approved to request that the Board of Commissioners approve the revised schedule.

Quote for Tree Removal:

Melissa Harpster stated that a request for acceptance of the quote received from Maier's Tree Service and Landscaping is on today's Commissioners Meeting Agenda for approval consideration. She stated that Solicitor Karn reviewed and approved the quote and the required Certificate of Liability Insurance and Endorsements.

Discussion followed.

NEW BUSINESS:**Altoona Area Junior HS request for field use:**

Melissa Harpster stated that the Altoona Area Jr. HS submitted a request to use the AYSO Soccer Field from 3 pm to 5 pm Monday – Friday, for the period of Monday, August 16 through Friday, October 29 to conduct the junior high boys' and girls' soccer practices. She stated that she is waiting on receipt of the appropriate Certificate of Liability Insurance.

Mrs. Harpster requested that the Advisory Board recommend that the Board of Commissioners consider approving the request pending receipt of the appropriate Certificate of Liability Insurance.

Discussion followed.

Motion by Fred Miller, seconded by Galen Bickel and unanimously approved to recommend that the Board of Commissioners consider approving the request pending receipt of the appropriate Certificate of Liability Insurance.

Washed Out Bridge:

President Keller stated that due to the recent heavy rain/flooding the foot bridge at the park washed out and downstream about 30 feet.

Discussion followed regarding the removal of the bridge and if the board would like for the county's public works department to try and remove the bridge in one piece for reinstallation or if it would be best to break it up and drag it out for disposal.

After discussing, the Advisory Board felt that it would be best for the public works department to break it up and drag it out for disposal. President Keller stated that he would check with Brian Wisner at Keller Engineers on the bridge abutment removal.

Discussion followed.

Need for Gravel Purchase:

President Keller requested that the Advisory Board recommend that the Board of Commissioners consider the approval of the purchase of gravel for use at the park in an amount not to exceed \$1,000.00.

Motion by Fred Miller, seconded by Sue Kovensky and unanimously approved to recommend that the Board of Commissioners consider the approval of the purchase of gravel for use at the park in an amount not to exceed \$1,000.00.

Adjournment:

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

Motion by Galen Bickel, seconded by Fred Miller and unanimously approved to adjourn the meeting.