

**BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD
MEETING AGENDA
THURSDAY, JANUARY 5, 2023, 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 December 1, 2022

- Motion Second

Approval of Financial Report for the month of December 2022

- Motion Second

Pavilion Online Reservation

- Continued discussion.

Park Sign Replacement

- Status of sign purchase.

Trail Signs

- Timeline for installation.

Hazardous Tree Removal

- Status of one-1 remaining tree removal.

Streambank Stabilization Project

- Status

DCNR Grant

- Invitation for bids for general and electrical construction.
- Authorization to advertise for bids for road resurfacing.
- Timeline for foundation work.
- Any other updates to report?

Water Leak

- Timeline for repair (should be completed before park opens on May 1).

Open Groundskeeper Position(s)

- Salary Board status.

NEW BUSINESS:

VALLEY VIEW PARK ISSUES/CONCERNS:

ADJOURN:

- Motion Second

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MEETING MINUTES
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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
- Chuck Gojmerac, Member
- Frank Kopriva, Member

Members Absent:

- Phil Riccio, Member

Others Present:

Amy Webster (Liaison Commissioner), Melissa Harpster (Commissioner's Office), Paul Shaffer (Public Works), and Jim Pooler (Public Works-Building/Grounds/Maintenance).

Absent:

Mike Hofer (CBRC).

OLD BUSINESS:

Approval of Minutes:

President Keller called for corrections or changes to the meeting minutes of November 3, 2022. **There were no corrections or changes noted.**

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

Approval of Financial Report for the month of November 2022:

President Keller called for the Financial Report.

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

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

Park Sign Replacement:

Melissa Harpster stated that the Commissioner's will take action to approve the acceptance of the quote received from Jack White Signs, in the amount of \$1,500.00 at today's 10 a.m. Business Session Meeting. She stated that once approved she would notify Joe Keller that the sign company could be notified of award of bid.

Discussion followed.

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 yes; all the supplies are purchased according to the list previously provided by President Keller.

Discussion followed.

Hazardous Tree Removal:

President Keller stated that Yingling is to be in contact with Paul Shaffer in Public Works for park access.

Discussion followed.

Streambank Stabilization Project:

Paul Shaffer stated he has the needed supplies, but is waiting for the ground to harden up to complete the project.

Discussion followed.

DCNR Grant:

President Keller called for a motion for authorization to re-advertise for the general and electrical construction of the amphitheater project.

Motion by Fred Miller, seconded by Galen Bickel and unanimously approved to request authorization from the Board of Commissioner's to re-advertise for the general and electrical construction of the amphitheater project.

Discussion followed.

President Keller stated that the foundation work would need to be completed in early April 2023.

President Keller stated that he anticipates requesting authorization to advertise for road resurfacing in January 2023.

Discussion followed.

Outhouse Pumping:

Paul Shaffer stated that Wilt's Septic Service was contacted and they are trying to get the pumping completed as soon as possible.

Discussion followed.

Quotes received for the damaged Valley View Park Truck:

Paul Shaffer stated that the truck has been repaired.

Truck Seat Cover:

Paul Shaffer requested that the PO for the truck seat cover be closed.

Water Leak:

Jim Pooler stated that the water line has been drained and the water shut off and the leak will be repaired in the spring of 2023.

Discussion followed.

NEW BUSINESS:

Discussion concerning an online reservation system for pavilion rentals.

- Chief Clerk Hemminger would like this to be operational for 2023.
- Tim Hite to check with Mike Hofer on how they do online reservations.
- Mixed opinions of the board members pertaining to offering reservations both online and the current way.
- May involve the purchase of a reservation computer program/software.
- Invite GIS, website team member and IT to the January meeting to discuss options and needs in order to make the online reservation system happen.

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 Tim Hite, seconded by Fred Miller and unanimously approved to adjourn the meeting.