

**BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD
MEETING MINUTES
THURSDAY, JULY 14, 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:

President Keller called the meeting to order.

Roll Call:

Members Present:

Joe Keller, President
Tim Hite, Vice-President
Fred Miller, Member
Phil Riccio, Member
Frank Kopriva, Member

Members Absent:

Galen Bickel, Secretary
Chuck Gojmerac, Member

Others Present:

Melissa Harpster, Commissioner's Office
Dwayne Dittsworth, Groundskeeper

Absent:

Amy Webster, Commissioner
Mike Hofer, CBRC
Paul Shaffer, Public Works
Jim Pooler, Maintenance

OLD BUSINESS:

Approval of Minutes:

President Keller called for corrections or changes to the meeting minutes of June 2, 2022. **There were no corrections or changes noted.**

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

Approval of Financial Report for the month of June 2022:

President Keller called for the Financial Report.

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

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

Park Sign Replacement:

Joe Keller provided three-3 drafts of a sign for the board members to review.

Discussion followed.

Trail Signs:

Discussion followed regarding what supplies would be need to install the signs.

Motion by Tim Hite, seconded by Fred Miller and unanimously approved to authorize an amount of the Park and Recreation Reserve Account #035 Funds, in an amount not to exceed \$2,000.00 for sign post installation supplies.

DCNR GRANT:

Tentative Timeline:

- Draft plans/bid documents to DCNR/County Solicitor
- DCNR/Solicitor document review complete
- Finish bid document comments
- DCNR Authorize/Out to bid (mid-August 2022)
- Receive bids (early September 2022)
- Award bid (mid-September 2022)
- Start construction (late September 2022)
- End construction (late December 2022)

Joe Keller stated that we've finalized the actual band-shell drawings with Recreation Resource, have made progress on the site plans, electrical plans and the band-shell foundation plans. He stated progress has also been made on the bid document/specifications. He stated that DCNR requires a draft submission for their review, which Adam Long uploaded to the DCNR portal. The spec book will be provided to Solicitor Karn for review very soon. Once DCNR is satisfied, they will provide authorization to go out for bid.

Joe Keller reviewed the tentative timeline prepared by Adam Long.

Discussion followed.

Hazardous Tree Removal:

Joe Keller stated that the following quotes were received for the hazardous tree removal at Valley View Park:

- Henry Enterprises d/b/a Yingling's Tree Service, in the amount of \$14,430.00
- Benetti Tree Services, Inc., in the amount of \$14,500.00
- Maier's Tree Services, in the amount of \$15,000.00
- Shauf Tree Services, in the amount of \$15,550.00

Joe Keller recommended that the board accept the quotes received an award to Henry Enterprises d/b/a Yingling's Tree Service, in the amount of \$14,430.00.

Discussion followed.

Motion by Tim Hite, seconded by Fred Miller and unanimously approved to accept the quotes received an award to Henry Enterprise's d/b/a Yingling's Tree Service, in the amount of \$14,430.00.

Streambank Stabilization Project:

Joe Keller asked Dwayne Dittsworth the status of placement of rock. Mr. Dittsworth stated that the project has not been completed. Stated he would follow up with Paul Shaffer, Public Works Director as to when this will be completed.

Discussion followed.

Pedestrian Bridge Replacement Project:

- Status of general permit submission.

No discussion took place.

ARC Trail Project:

Joe Keller stated that to his knowledge no response has been received from the letter sent to the ARC with questions posed regarding the project.

Hiring of Assistant Groundskeeper:

Melissa Harpster stated that it was her understanding that an offer for employment was extended to a candidate and that the candidate accepted the offer and should be starting very soon.

NEW BUSINESS:

Additional Amphitheater Sponsorships Received:

Joe Keller stated that two-2 additional sponsorships have been received. New Enterprise Stone & Lime, in the total pledge amount of \$3,000.00 and Burgmeier Hauling, in the total pledge amount of \$3,000.00.

Discussion followed.

VALLEY VIEW PARK ISSUES/CONCERNS:

Joe Keller called for issues or concerns at 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 Fred Miller, seconded by Phil Riccio and unanimously approved to adjourn the meeting.