

BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD
MEETING AGENDA
THURSDAY, MARCH 2, 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 Ricco, Member
- Chuck Gojmerac, Member
- Frank Kopriva, Member
- Melissa Harpster, Commissioner's Office
- Amy Webster, Liaison Commissioner
- Paul Shaffer, Public Works
- Jim Pooler, Building and Grounds/Maintenance
- Others

OLD BUSINESS:

Approval of Meeting Minutes of February 2, 2023

- Motion Second

Approval of Financial Report for the month of February 2023

- Motion Second

DCNR Grant

- Notice of Award issued to John Claar for general construction and to Stelco for electrical construction.
- Waiting for receipt of executed agreements, performance/payment bonds and insurance documents from John Claar and Stelco. They are to provide the needed documents within fifteen (15) days of the date of Notice of Award.
- Next steps prior to construction beginning?
- Do we need to request a draw from DCNR?
- Updated project timeline?

Park Sign

Sign is ready for installation.

- Prior to installation, the county needs to dig two 8" diameter holes 42" deep.
- Holes should be eight feet center to center for the 4"x4" posts.

Trail Signs

- When will the signs be installed?

Water Leak

- Needs repaired prior to park opening on May 1.
- What items are needed for the repair work to proceed? (i.e., an allocation of funds, PO for supplies, etc.)

Hiring of Groundskeeper and Assistant Groundskeeper

- Status update

Items on backburner

- Remaining streambank stabilization projects to be completed.
- Installation of electric hand dryers in bathrooms.
- Painting of gates.

Pavilion Online Reservation System

- Update from subcommittee meeting.

NEW BUSINESS

Review and approval of AYSO 2023 field use calendar.

VALLEY VIEW PARK ISSUES/CONCERNS

- See info enclosed that Tim Hite provided for review pertaining to drones.

ADJOURN

- Motion Second

**BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD
MEETING MINUTES
THURSDAY, FEBRUARY 2, 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:

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

Members Absent:

- Phil Riccio, Member
- Frank Kopriva, Member

Others Present:

Melissa Harpster (Commissioner's Office), Paul Shaffer (Public Works), Jim Pooler (Public Works/Building Maintenance), Amy Webster (Liaison Commissioner), Colleen Himes (Healthy Blair County Coalition), Two Representatives from Lakemont Park.

OLD BUSINESS:

Approval of Minutes:

President Keller called for corrections or changes to the meeting minutes of January 5, 2023. **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 January 2023:

President Keller called for the Financial Report.

Melissa Harpster presented the Financial Report for the month of January 2023. **There were no comments noted.**

Motion by Fred Miller, seconded by Chuck Gojmerac and unanimously approved to accept the financial report as prepared.

DCNR Grant:

Joe Keller state that Addendums 1 and 3 to the bid specs for the general and electrical construction were issued.

President Keller stated that bids received for the general and electrical construction of the amphitheater would be opened tomorrow, February 3, 2023 beginning at 1 pm. The bids received will be accepted for review, award or rejection according to county code thereafter at the Commissioners Meeting on Tuesday, February 7, 2023.

President Keller stated he would have Adam Long prepare an updated project timeline prior to the March meeting.

ITEMS ON BACKBURNER:

Park Sign Replacement:

President Keller stated the sign was ordered and should be completed for an early spring 2023 installation.

Trail Signs:

Paul Shaffer stated that the trail signs would be installed early spring 2023.

Streambank Stabilization Project:

Paul Shaffer stated that one-1 bank has been stabilized, with several more needing done. He stated that he would coordinate the others with Donna Fisher at the Conservation District.

Water Leak:

Jim Pooler stated that the leak would be repaired prior to the park opening on May 1.

Open Groundskeeper Positions:

Paul Shaffer stated that he interviewed one (1) person who he feels would be an excellent fit for the job and who he may extend an offer of employment too.

Pavilion Online Reservation:

Chuck Gojmerac provided some information to the advisory board members pertaining to the direction Chief Clerk Hemminger is looking for this project to go.

Discussion followed regarding a “quick fix” to pavilion reservation.

- 1) Update the county’s phone system.
- 2) Update the county’s website.
- 3) Formation of a subcommittee to continue work on this project. County employees to sit on the subcommittee are – Heather Rininger, Records Manager and website team member, Michaela Dempsie, GIS and Don Weakland, IT.

Motion by Tim Hite, seconded by Galen Bickel and unanimously approved for Frank Kopriva and Chuck Gojmerac to serve on the pavilion rental subcommittee with Tim Hite serving on the subcommittee, as he is able.

NEW BUSINESS:

Chuck Gojmerac introduced Collen Himes of Healthy Blair County Coalition and two-2 representative of Lakemont Park. The representative attended to discuss the development of a comprehensive plan for Parks and Recreation proposed at the January 5, 2023 meeting by Commissioner Webster.

However, due to the absence of Commissioner Webster no discussion was held. Mr. Gojmerac stated that he would keep in touch with the representatives should future discussion on the subject transpire.

VALLEY VIEW PARK ISSUES/CONCERNS:**Footbridge:**

Paul Shaffer stated there is a need to obtain a general permit for the repair/installation of one-1 of the footbridges. Paul stated that he would follow up with Donna Fisher at the Conservation District regarding the general permit.

Tractor Repair:

Paul Shaffer requested an allocation of park and recreation reserve account funds (035) to have the tractor repaired/serviced.

Motion by Tim Hite, seconded by Chuck Gojmerac and unanimously approved to recommend to the Board of Commissioners and allocation of park and recreation reserve account funds (035) in an amount not to exceed \$800.00 for the tractor repair/service work.

ADJOURN:

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

Motion by Galen Bickel, seconded by Chuck Gojmerac and unanimously approved to adjourn the meetin