**BLAIR COUNTY PARK AND RECREATION ADVISORY BOARD**

**THURSDAY, APRIL 4, 2024, 8:30 A.M.**

**COMMISSIONERS MEETING ROOM, BASEMENT**

**MEETING CALLED TO ORDER**

President Joe Keller called the meeting to order.

**ROLL CALL**

**Members present:**

* Joe Keller, President
* Chuck Gojmerac, Vice President
* Galen Bickel, Secretary
* Fred Miller, Member
* Phil Ricco, Member
* Frank Kopriva, Member

**Members absent:**

* Bill Sell, Member

**Others present:**

Chief Clerk Nicole Hemminger, Lori Guyer, and Commissioner Webster (Commissioners Office), and Paul Shaffer and Ken Ressler (Public Works)

 Chief Clerk Hemminger opened the meeting by bringing to everyone’s attention that there was an item missing from today’s agenda. She asked for the Board’s approval to add the Central Blair Recreation & Park Commission’s request for a $4500.00 grant for the 2024 Playground Program to today’s agenda.

Motion by Fred Miller, seconded by Chuck Gojmerac, and unanimously approved to add the Central Blair Recreation & Park Commission’s grant request to the Thursday, April 4, 2024 agenda.

President Keller presented Secretary Galen Bickel with a certificate of appreciation for his 2-two terms of service to the Blair County Park and Recreation Advisory Board.

**Public Comment:** None

**Approval of Meeting Minutes of March 7, 2024**

President Keller called for corrections or changes to the meeting minutes of March 7, 2024. There were no corrections or changes noted.

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

**Approval of Financial Report for the Month of March 2024**

Review of the Year-to-Date Budget Report: 2024

Chief Clerk Hemminger presented the Year-to-Date Budget Report for 2024 as of 4/2/2024.

Account Trial Balance for Fiscal Year 2024 as of 4/2/2024

Chief Clerk Hemminger presented the Account Trial Balance for Fiscal Year 2024 as of 4/2/2024, which showed cash on hand of $38,731.16.

Motion by Chuck Gojmerac, seconded by Frank Kopriva, and unanimously approved to accept the financial reports as prepared.

**OLD BUSINESS**

**DCNR Grant**

Submission to Cheri at DCNR for the waterline installation to be considered as an eligible project under a DCNR grant term.

This item will be discussed at the close-out meeting for the project later today.

The Department of Conservation and Natural Resources Bureau of Recreation and Conservation Regional Advisor, Lindsay Baer, is scheduled to do a final inspection of the Valley View Amphitheater on Thursday, April 4th, at 10:00 AM.

Project closeout of the grant agreement

More information on outstanding documents, including letters from contractors, will be determined at our project closeout meeting.

**Roadway Repair**

Discussion concerning possible funding sources, grants, etc. for the estimated repair of $320,000.00.

President Keller will ask the Department of Conservation and Natural Resources Bureau of Recreation and Conservation regional advisor, Lindsay Baer, if there are any other grants available for this next phase.

Chief Clerk Hemminger reminded the board that any other funding requests have to go through the Board of Commissioners.

Discussion concerning road repair pertaining to the allocation of materials for county forces to repair.

Public Works/Highway Manager Paul Shaffer confirmed the county could work on it. He estimates the cost of materials for the sub-base and base could be up to $15,000.00.

Chief Clerk Hemminger confirmed they could take phone quotes for the shale. Ms. Hemminger added that either Paul Shaffer or Lori Guyer will need to obtain a purchase order for the materials prior to the purchase.

Judge Fred Miller motioned, seconded by Phil Riccio, and approved allocating up to $15,000 for materials for county forces to do roadway repairs at Valley View Park.

**Motion lights**

Discussion concerning the status of the installation of motion lights.

Joe Keller spoke with Mack Messner and confirmed the lights can be changed as part of general maintenance by county forces.

Chief Clerk Hemminger stated in a prior meeting that the board took action on the allocation for this repair.

**Groundskeeper Hiring**

Paul Shaffer updated that the head groundskeeper position is once again vacant and is posted online for applicants. The assistant groundskeeper position is currently filled. Mr. Shaffer confirmed this is a seasonal position.

**Footbridge Replacement**

President Keller spoke with Brian Wisor of Keller Engineers, and there are $30,000 grants available with a 50% match through Southern Alleghenies Planning and Development.

Vice President Chuck Gojmerac motioned, seconded by Phil Riccio, and approved employing Keller Engineers for services up to $1,500 for grant application preparation.

President Keller abstained due to a conflict of interest.

**NEW BUSINESS**

**Park and Recreation Grants**

Samantha Rogers requested approval for an AYSO camp July 15-19, 2024, at Valley View Park.

Chuck Gojmerac noticed the dates were wrong on the Certificate of Insurance that was submitted with her request.

Chief Clerk Hemminger will contact her to see if there is an updated Certificate of Insurance, and if so, she will submit it to the county solicitor for review.

The board also discussed the need for a Certificate of Insurance from UK International.

**Disc Golf**

Chief Clerk Hemminger questioned if there was any interest in the disc golf presentation from the March 7 meeting.

This item was held for a future meeting.

**Subcommittee Reports**

**Status of the $20,000 funding from the BOC**

Chief Clerk Hemminger informed the Board that their request to provide $20,000 in grants available to various county parks for improvements has been denied by the Board of Commissioners during their Thursday, March 28 Board of Commissioners meeting. The Board of Commissioners determined there needed to be a more comprehensive plan for Valley View Park.

Fred Miller countered that the board is the Blair County Advisory Board, not just the Valley View Park Advisory Board, and the money needs to go to other areas as well as Valley View Park. He continued that a large percentage of local people do not go to Valley View Park.

Phil Ricco agreed that the money is to take care of the parks within the county, not just Valley View.

President Keller questioned what the Mission Statement says and if they could shift money in the budget to cover the costs.

Vice President Gojmerac suggested $4500.00 be allocated to the Central Blair Recreation & Park Commission Playground Program as per their request, and the remaining $8000.00 allocated to $7000.00 in grants with a maximum amount of $1000.00 and the remaining $1000.00 used for advertising fees.

Motion by Phil Ricco, seconded by Chuck Gojmerac, and unanimously approved to recommend to the Board of Commissioners to allocate $7000.00 towards grant money for Blair County Park improvements, with a maximum amount of $1000.00 per grant and the remaining $1000.00 used for advertising fees.

**Status of the legalities of not advertising the available grants**

Commissioner Webster asked if the Park and Recreation Advisory Board could avoid advertising the grants in the Altoona Mirror and perhaps emailed the groups directly.

Chief Clerk Hemminger reported that our previous county solicitor confirmed that available grants must be advertised in the paper and budgeted.

**Soccer Field Lease**

A subcommittee of Fred Miller, Chuck Gojmerac, and Frank Kopriva was established to oversee the new lease.

**Central Blair Recreation & Park Commission grant for the 2024 Playground Program**

Chief Clerk Hemminger asked for the Board’s approval of the Central Blair Recreation & Park Commission’s request for a $4500.00 grant for the 2024 Playground Program. This is a program the board has sponsored for several years at the same cost.

Fred Miller made a motion to defer until the board investigates the grant money, which was seconded by Chuck Gojmerac.

Ms. Hemminger reminded the group that this issue is time-sensitive due to the start of the program. This is something that was budgeted.

Fred Miller withdrew his motion to defer.

Motion to approve by Phil Ricco, second by Chuck Gojmerac, and unanimously approved to grant $4500.00 to the Central Blair Recreation & Park Commission for the 2024 Playground Program.

**Open Discussion**

No further discussion

**ADJOURN**

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

Motion by Chuck Gojmerac, seconded by President Keller, and unanimously approved to adjourn the meeting.