



Meeting Minutes - March 10, 2017

ATTENDANCE:

Board – Brian Sell, Brad Koontz, April Ressler, Mary Jo Casalena

Guests - Brian Smith (KEI), Jim Wehling (Bedford Borough)

A. Meeting called to order by Sell at 8:17 AM

B. Review & Approval of February 2017 Meeting Minutes –
Motion by Koontz to accept meeting minutes as submitted, 2nd by Sell. Meeting minutes approved

C. Public Comment

1. Master Trail Plan Update - Brian Smith - KEI

- Brian Smith - Keller Engineers - reported on public meeting held on March 2, 2017. Approximately 30 people in attendance. Keller is working on the final report. Also discussed the access/signage/screening issues on the Friendship Village property.
- Per Jim's conversation with Jay Schreiber from DCNR - Jay reported we have to have control of the corridor before being eligible to apply for final design &/or Final Design and construction money through DCNR's C2P2 grant program. We could be ready by deadline of 3/31 for Southern Alleghenies Planning & Development Commission grant, funded by DCNR. Jay confirmed this mini-grant money could not be used for acquisition costs, but MAYbe used to help with planning. It was later determined these costs were not eligible for the mini-grant and therefore no need to apply at this time.
- Jim also reported meeting with some folks from Old Bedford Village to discuss their concerns-Trail Head location, visibility of horses to trail users, also concerned with amount of pasture that may be lost to the trail.
- Brian Smith reported on the control issues specific to the Federal Highway owned property. Brian discussed the need to call the trail a transportation route, and not a recreation trail, so as to not make a problem for Federal Highway in the future. And will need a defined Right of Way plan. Smith to work on costs for preparing draft easements for a maximum of 7 needed for the trail corridor, which could possibly fall within funds for current contract to update the Master Plan. Some design work and assumptions will be needed in order to establish the land needed before creating the draft easements.
- KEI plans to submit final report to board by 3/20/2017.

D. Old Business

- DCNR - Final payment paperwork - Koontz has documentation all prepared to submit with request for \$48,829.57 of the remaining \$57,710 which was remaining. Koontz is including a note that we will entertain receipt of the remaining balance of \$8,880.43 to use toward northern phase.
- Boulders - have been installed at trailhead by Shane Vent, Bedford Borough also installed new trail use only & no overnight parking signage - BJMA to send thank you note to each for their contributions
- Wildlife Boxes - March 18th will be the installation date. Mr. Barnes will let students know of the date & encourage students to participate. Wehling prepared a work day plan for the installation and will be recruiting volunteers
- Dead Tree Removal - Jim Davidson has taken down 5 trees already and still working to finish the work. His barrels and cones are still in place. Wehling will talk to Jim on status.
- Donation Boxes - Wehling prepared model of Boxes & working with Vo-Tech students to build 2 boxes by the end of the school year. We will need to provide the 2x2 steel post, 5' long.
- Fence Post Signs Installation - 13 more signs installed. 7 more to be installed.
- Bike Rack Installation - Wehling prepared a Work Day schedule for volunteers to assist with various maintenance projects throughout the year. - see attached schedule. The bike racks are scheduled to be installed during the April 1st work day. Wehling to work with the Elks on location of bike rack, 2nd one to be installed at Springs trailhead

E. New Business

- Camera for documenting trail usage - Camera is ordered. Need to decide if should notify public or not.

F. Reports of Officers

1. Chairman
2. V Chairman
3. Secretary - mentioned the need to replace trail signage at Fort Bedford Park since still showing trail to Springs as proposed. Wehling reported that signage already in works to replace existing sign with one about the Fort Bedford Museum and to add another sign in similar look/design as the weathered steel signs which will provide trail information. Mari Pat Beene & MDL Manufacturing working on together. Wehling to clarify if BJMA has any expense in the new signage.
4. Treasurer –
 - Treasurer's report attached
 - Motion by Ressler to pay bill to Keller, 2nd by Casalena, motion carried
5. Secretary - Treasurer – reported that there is a group interested in developing bike trails around the Lake Koon and Lake Gordon. City of Cumberland is in favor of the project, but the property is located in Pennsylvania, on Buchanan State Park land which abuts Rocky Gap State Park.

Motion to Adjourn Meeting by Ressler at 10:00 AM; 2nd by Sell. Meeting adjourned.

Next meeting April 14, 2017

BJMA Treasurer's report
3/10/2017

Current checking	1,082
Current savings	<u>39,674</u>

Total	<u>40,756</u>
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Deposits

Fence 8 @ \$60	420
Interest	<u>6</u>

Total deposits	<u>426</u>
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Disbursements

KEI	<u>8,606</u>
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Total Disbursements	<u>8,606</u>
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<i>Transfers</i>	<u>8,400</u>
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Accounts receivable

Credit card rebates	4
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Funds to be billed

PA DCNR	48,830
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Draft, 3/9/17

BHT Maintenance Work Days (1st Saturdays, 9-12)

April 1, May 6, June 3, July 1, August 5, Sept. 2, NO Oct., Nov. 4

April 1:

Clean leaves and other debris from culverts

- Elks property, east side, near cherry tree
- Lower part of switchback, west side
- Spring's property, between bridges, south of turnaround
- Spring's property, near gate to fenced field
- Spring's property, east side of Shober's, near bridge 1

As needed, pick up trash from Smith property to Springs

Mow 2' safety berm on both sides of the trail (where possible) from Smith property to Springs.

Maintain space for native grasses planted at north end

- Mow around big blue stem grass plants
- Remove encroaching vegetation close to grass plants
- Place new mulch around grass plants

Maintain space for native grasses planted at switchback

- Mow around little blue stem and Indian grass plants
- Remove encroaching vegetation close to grass plants
- Place new mulch around grass plants

For living arrowwood viburnums near Elks north entrance

- Place two new stakes on each side
- Place 3' wire cage around plants and attach to stakes

For redbuds (10) and serviceberry (5) at Elks driveway and between the two driveways

- For taller plants, remove stakes and wire cages around plants
- As needed, add two new and longer stakes and 5' wire cages

Pick up from township and install bike racks at Springs Trailhead and Elks pavilion

Tools:

Mattocks (4); hoes (4); leaf rakes (3); leaf blower (1); walk behind brush hog; post maul (2); stakes (20); 5' chicken wire (100'); plastic wire ties (100'); 4 bags Sakrete; 1 shovel; 1 pick; 1 digging bar; wheel barrow; 2 buckets for water; 8 anchor bolts.

Bedford Heritage Trail
March 18 Work Day

5 Blue Bird Houses

Location: 3 along Elks between Smith and main driveway; 1 at switchback near #6 upper green; 1 near Ressler bench before bridge 2.

Materials: Mary Jo to furnish bird houses, drill holes necessary to attach, and provide wire. Jim to provide 5 steel posts, 6' or 7' in length; post maul; step ladder, wire snips, pliers.

1 Squirrel box

Location: in maple tree on Springs property on right about 75 feet before reaching fenced area when travelling from Springs.

Materials: Mary Jo to furnish squirrel box; drill at top and base for wire; hose for protecting tree and wire; some way to secure wire; and predator guards. Jim to furnish extension ladder.

1 Wood Duck box

Location: in maple tree on west side of large retention pond closest to Springs

Materials: Mary Jo to furnish wood duck box; drill holes at top and base for wire; hose for protecting tree and wire; and some way to secure wire; and predator guards. Jim to furnish multiple configuration ladder.

Labor:

Jim to recruit