



Meeting Minutes June 10, 2022

ATTENDANCE:

BOARD: Lorah, Ressler, Koontz, Sell

GUESTS: Jim Wehling (Volunteer/landowner), Misty Hizer (Bedford Borough)

- A. Bring Meeting to Order & Attendance - Brian Sell called the meeting to order at 8:00 AM.
- B. Review & Approval of Regular Meeting Minutes from May 2022 - motion by Brad to approve as submitted, 2nd by Brian. Meeting minutes passed.
- C. Public Comment
 1. Northern Trail Extension Update
 - i. Groundbreaking is today, Friday, 6/10/22 @ 10:00 AM. April reached out to Kellie at the Chamber who graciously pulled together her staff to be there and set up the sound system & print a brief program. Diana McClure from Keller is bringing shovels and an easel. Lindsay from DBI got the display board from Yanoshak window. Jim will bring the flyers April made for ArtWalk with history of trail to pass out. Brian Sell, Bud Shuster, Bill Shuster and Mayor Bill Leibfreid will all speak. Others to attend include Bedford Gazette, Alan Hammond, Peter Winglee, Clyde Deremer, BCDA, DBI, SAP&DC, Visitors Bureau, Plum Contracting, Keller Engineers & Stiffler-McGraw
 - ii. Erosion Stabilization & NPDES Permit changes - Due to the stream bank erosion near the pinch point of the northern extension, Dave Wolfhope explained to April that there will be added costs to design/engineering, permit revisions and additional construction costs required to stabilize the bank. Dave Wolfhope does not think the permit revisions will be an issue, since the improvement will actually benefit the stream long-term. PennDot working with Keller on this now.
 - iii. Allegheny Electric Utility Encroachment Agreement - a draft agreement was sent to Brian Sell from Allegheny yesterday, June 9th, and a copy shared with the board. Will be additional costs and restrictions within the right-of-way, but must be executed before Plum allowed to access the area. Once finalized we will need to get to PennDOT, Plum, Keller and Stiffler-McGraw. Motion by Mary Lorah to execute the agreement as presented, 2nd by Brad. Motion by Sell to authorize Brad Koontz to sign on behalf of him if hardcopy is required and needs to be signed while Brian is out of town. Brian will follow with Allegheny to advise we approved and have them send to us for execution. Dave Wolfhope expressed concern about additional cost necessary to comply with having to add additional base / build up material.

- iv. Bridge Abutment Value Engineering - Plum suggested a potential cost savings/value engineering change for the bridge abutments, but no formal request yet submitted. April talked to Dave Wolfhope who will discuss with Plum and explore this option. If cost savings are provided, the savings are split 50/50 between the contractor and the owner.
- v. Payment Authorization Timing / ECMS Access - April talked to Dave Wolfhope regarding timing. Contractor and Stiffler-McGraw will submit hours/invoices through ECMS. Once approved by us and PennDOT, sent to Harrisburg for approval then funds distributed by EFT to our account. We will then approve and send checks out following our monthly meetings. Dave will confirm the monthly payments are acceptable.

D. New Business

1. Amenities / Sponsorship Plan for Northern Extension - Mary Lorah working with Dave from DCNR on the signage content. We need to formalize and market the sponsorships soon.
2. Stream Bank Improvements - Jim talked to Rusty Fritz, who may have logs we can use for stabilization, other than Hemlock. 75 will be needed. Omni has already approved having work done. A Stream Bank Improvement permit will be needed. Still looking at completing this work within 2 years. Jim will follow with Guy Stottlemeyer again regarding funding for this estimated \$40K project.
3. Storybook Installation Project - Matt Goddisart from Bedford County Library contacted us about doing a temporary installation of storybook pages along a section of the trail. April provided the event permit application for him to complete with the details. The board discussed possibly doing this as a permanent installation along the Northern Extension which could be used as a potential joint fundraiser for the Library & BJMA. April will discuss the idea more with Matt.
4. Bedford Chamber Art Walk event - October 30. Sarah reached out to inquire about holding the Art Walk event again this year. Mary Jo sent her the Event Permit application to complete & return for review/approval.
5. Boat Launch Project
 - i. GTRP Grant submitted for \$131,310. Thank you to Jim Wehling for preparing the grant application, along with obtaining all the support letters.
 - ii. KEI Subdivision & Easements - no feedback from Keller regarding status.
6. An informal meeting was held on June 3 with leadership of the BJMA, Bedford Borough and Bedford Township. Discussed amending the Borough Ordinance to specifically include the Township in jurisdiction. Barb Diehl advised she would reach out to Dean Crabtree to review. Motion by April to move our meetings to the Borough Office at 244 W. Penn Street starting with our July 8th meeting and to advertise and update Website and facebook accordingly. 2nd by Sell motion carried.

E. Old Business

1. Eagle Scout Project - Bike Fix-it station - Is now completed. Looks great. Will ask Mary Jo Casalena to schedule a dedication, if needed. Jim has a nice picture. Will post to facebook and ask Keith to put on website.
2. Map/Trail signage in Fort Bedford Park - Misty will check on status of map which we believe was already printed and just needs installed in the case at the park.

3. Howard Hanna Hustle - We approved this event already, but no certificate received yet showing Bedford Township and BJMA as Additional Insureds. Bev at Borough Office has requested again from Meghan.

F. Reports of Officers

- Chairman - Link on the Bedford Township website is incorrect for our website. April will ask Township to correct.
- Vice Chairman-
- Secretary- Sponsored Bench ordered in December is received and in storage at Bedford Township. Noted concern regarding lack of insurance requirements, indemnification/hold harmless/waiver of subrogation and additional insured status language or requirements in our contract with Plum. Reviewed with Dave Wolfhope at PennDOT who contacted Harrisburg. Was told guidelines are vague and not sure why was not included. In order to fix, would require contract amendment and that process would require time, legal expense and could cause delay. Discussion among the board not to pursue any amendment at this time so as not to add cost or delay, but is very concerning that the language and protections are not in place.
- Treasurer - Brad presented Treasurer's Report - see attached. Motion by Brian to accept the Treasurer's Report and pay bills, 2nd by Mary Lorah.
- Secretary-Treasurer -

Meeting Adjourned 9:10 AM

Next Meeting will be July 8 @ 8:00 AM at the
Bedford Borough Office, 244 W. Penn Street, Bedford

BJMA Treasurer's report
6/10/2022

Current checking	2,045
Current savings	<u>91,740</u>

Total	<u>93,785</u>
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Income

Interest	<u>19</u>
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Total	<u>19</u>
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Disbursements

Keystone Ridge	1,928
Steltek Graphics	282
Capital 1	<u>149</u>

Total	<u>2,359</u>
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Accounts receivable

Credit card rebates	74
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<i>Transfer savings to checking</i>	2,100
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