



Meeting Minutes September 8, 2017

ATTENDANCE:

Board: Sell, Koontz, Casalena, Ressler,
Guests: Jim Wehling - Bedford Borough,

A. Meeting called to order by Sell at 8:15 AM

B. Motion by Koontz to accept August 2017 minutes as revised to reflect the correction to the name of Bedford Township Municipal Authority. 2nd by Casalena. Minutes approved.

C. Public Comment - None

D. Old Business

1. Reimbursement status of GTRP Grant - after numerous pieces of additional information provided to Greg Walker documenting the bidding process, awarding process, proof of invoices, contracts, etc. Reimbursement should follow shortly.
2. Walker Supply response regarding soil samples - No response & no report from Leibfreid
3. Horse Traffic impact on bridge decking & trail surface - Per Jerry Miller from Creative Pultrusions said no way to predict the wear to bridge surface due to horse traffic. Would need monitor & potentially add covering if excessive use & excessive wear. Per Keller Engineers, they provided some feedback for shared use & proper site lines. Also expressed there may be need for additional maintenance on trail surface &/or may need rolled. Board agreed to encourage Springs continue to explore this additional amenity. We will monitor use/wear if progresses. Sell to report back to John Hess from Omni Bedford Springs.
4. OBV Support - not sure yet if Friendship Village & OBV held meetings to discuss. Will keep communication open & depending on if/when we get funding, will prompt additional dialogue.
5. Trail Use Report - Wehling provided updated report based on additional data collection of approx 70 users per day. Using possibility of 190 "trail use" days per year, use of 13,326. See attached reports. On average 45% of traffic coming from the South.

E. New Business

1. TA Set-Aside Transportation Alternative Program Grant. A PA Connect Meeting was held at the Bedford Borough office on August 29, 2017. Jim Wehling & April Ressler met with Brandon Carson & Brandon Peters from SAP&DC, along with Chris Hull from PennDOT. The PA Connect meeting followed a specific agenda of questions relative to our project & our planned application for funding through the TA Set-Aside. Having the meeting will provide a bonus or credit on our grant application. After the meeting Wehling took the SAP&DC folks out to tour the proposed route for the Northern segment.
2. Wehling has the grant application ready to submit for 9/21 deadline. Brandon Peters is reviewing our application to provide comment. Wehling has experienced technical issues with their website & scheduled to meet with PennDOT technical folks to try to resolve today. Also, some issues with trying to identify the combined funding strategy to show we have funding for the entire project. There is no requirement for support letters, but Jim will reference the notification letters we recently sent to all stakeholders. *Motion by Ressler that we adopt the following Resolution:*

Be it *Resolved*, that the Bedford Joint Municipal Authority, a joint authority established by the Borough of Bedford and Bedford Township, in Bedford County, Pennsylvania, hereby requests a grant from the PA Department of Transportation under the Transportation Alternatives Set-Aside program in the amount of \$1,000,000 to be used for the project entitled "BHT North Extension Construction".

Be it *Further Resolved*, that the Bedford Joint Municipal Authority designates Brian Sell, Chairman, and April Ressler, Secretary, to execute all documents and agreements between the Bedford Joint Municipal Authority, and PennDOT to facilitate and assist in obtaining the requested grant.

2nd by Casalena. Motion carries.

3. Infrared Trail Counter from SAP&DC - Ressler reported that SAP&DC would like to offer an infrared trail use counter to be installed along the trail to track usage. Board discussed & agreed would be helpful to have additional usage data. Brandon Peters will work with Ressler on agreement. Ressler to consult with Attorney Snyder to review prior to execution. SAP&DC would like to have camera deployed in October. Data is to be collected monthly by SAP&DC and will be reported to BJMA.
4. Pink Ribbon Fund Walk - Ressler presented the permit application for the Bedford County Pink Ribbon Walk/Run to be held on October 21, 2017. It was noted this event will replace the Making Strides Breast Cancer Walk held previously along the trail. Appreciated permittee obtaining approval by each Omni Bedford Springs and the Bedford Elks Country Club prior to submitting their application. *Motion by Sell to approve the event; 2nd by Casalena. Event approved.* Ressler will report approval to Bedford Borough.
5. Wehling discussed the trail surface & possibly having stone dust put down during winter to see if improves surface condition. Casalena to contact Dorothy Krupa about the Shawnee surface for input on cost and installation.

F. Reports of Officers

1. Chairman – reported on the Rotary initiative to have a Rotary Race Series with multiple events held throughout the year. First Event - Evitts Mountain Challenge coming up September 23rd. also reported the Old PA Pike Trail open house event is coming up September 23rd from 10:00 - 4:00.
2. Vice Chairman -
3. Secretary - Ressler to submit letter of recommendation for CP to be done for trail surface & also to thank them for donation from Supplier Golf Outing. Ressler has received insurance policies from RWR & will keep with records.
4. Treasurer - Koontz presented the attached Treasurer's report. See attached Treasurers Report. Koontz noted we had received \$28 in the new donation boxes; \$550 donation from Creative Pultrusions from their Golf Outing. Koontz also had researched the Street View Camera Google 360 degree views - no cost to apply or get. Could possibly get BHT and Springs Trail also viewed so would have Street View imagery on Google Maps. Koontz to make request for the camera/equipment. We will notify other trails if we are approved.
5. Assistant Secretary-Treasurer – Randy Barnes from BMS would like to create a pollinator garden somewhere along the trail. No specific size determined. Casalena to contact Dave Swartzel at the Springs to see if may be willing to have located near the Bee house.

Motion by Koontz to adjourn Meeting at 9:34 AM. 2nd by Ressler. Meeting adjourned.

Next regular meeting will be October 13th, 2017

BJMA Treasurer's report
9/8/2017

Current checking	1,096
Current savings	<u>66,911</u>
Total	<u>68,007</u>

Deposits

CP	550
Plaques	180
Donation boxes	28
Interest	<u>9</u>
Total deposits	<u>767</u>

Disbursements

Total Disbursements	<u>0</u>
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<i>Transfer from checking to savings</i>	<u>700</u>
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Transfer from savings to checking

Accounts receivable

Credit card rebates	4
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Month	Day of Week	AM PM	No. of Hours	No. of Users (Excls dogs)		No. Walking	No of Dogs	No. Biking	No. Running	Weather	Direction	
				Both	Both						From S	From N
Jul	Fri	AM to PM	12.45	36	27	1	4	5	mid 90s	15	21	
Aug	Fri	AM to PM	8	46	34	3	2	10	Low 80s	22	24	
Aug	Fri	AM to PM	9.75	54	40	3	8	6	70s, rain	25	29	
Sep	Fri	AM to PM	9.75	47	36	2	5	6	Cloudy, 60s	29	18	
				183	45.75							
Jul	Mon	AM to PM	11.5	72	55	2	10	7	low 90s	42	30	
Jul	Mon	AM to PM	13	69	53	5	6	10	Mid 80s	40	29	
Aug	Mon	AM to PM	11.75	102	65	1	6	31	70s, nice	51	51	
Sep	Mon	AM to PM	11	147	121	16	11	15	80s, cloudy	61	86	
				390	97.5							
Jun	Sat	AM to PM	6.75	79	65	5	6	8	70s	48	31	
Jun	Sat	AM to PM	9	71	51	5	8	12	80s	23	48	
Aug	Sat	AM to PM	10	98	74	8	15	9	70s, rain	49	49	
Jul	Sat.	AM to PM	9.25	85	67	5	9	9	low 80s	38	47	
				333	83.25							
Apr	Sun	AM	3.5	52	39	7	4	9	50s, Sun	20	32	
May	Sun	AM to PM	3.5	54	50	0	1	3	50s	26	28	
Jun	Sun	AM to PM	6	61	45	4	5	11	80s	29	32	
Jun	Sun	AM to PM	6	31	28	0	0	3	90	10	21	
Aug	Sun	AM to PM	9.25	85	64	7	10	11	70s	44	41	
				283	56.6							
Apr	Thurs	AM to PM	7	44	40	1	2	2	60s	22	22	
Jun	Thurs	AM to PM	8	83	65	10	0	18	70s	38	45	
Jun	Thurs	AM to PM	10	66	37	2	3	26	80s	22	44	
Jul	Thurs	AM to PM	11	98	71	3	10	17	70s humid	44	54	
Aug	Thurs	AM to PM	10	52	40	1	5	7	Nice, 70s	23	29	
				343	68.6							
May	Tues	PM	4	30	18	3	1	11	50s	11	19	
Jun	Tues	AM to PM	11	94	68	11	8	18	70s, sun	39	55	
Jul	Tues.	AM to PM	12.5	103	76	3	11	16	80s	49	54	
				227	75.6666667							
Apr	Wed	PM	4.3	61	43	2	5	13	60s	39	22	
Jun	Wed	AM to PM	10	46	34	2	5	7	80s	22	24	
Jul	Wed	AM to PM	11.5	57	33	1	6	18	mid 90s	23	34	
Aug	Wed	AM to PM	11.5	111	77	9	13	21	70s, sun	51	60	
				275	68.75							

BJMA Trail Use Data Report

Month	Day of Week	AM		Hours	No. of Users (Excls dogs)	No. Walking	No of Dogs	No. Biking	No. Running	Direction		
		Both	PM							From S	From N	
Sep	Fri	AM to PM		9.75	47	36	2	5	6	Cloudy, 60s	29	18
Sep	Mon	AM to PM		11	147	121	16	11	15	80s, cloudy	61	86
		7.79	261.3	2034	1516	122	179	339	955		1079	
		11,834		70								
					13,326							