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**Meeting Minutes June 14, 2018 (Draft V2)
Slickville VFD Fairgrounds, Slickville, PA**

1. Meeting Attendees:
 - a. Board: (17) Bob Burton, Gordon Conn, Rob Cronauer, Tom Dittman, Eileen Elicker, Rick Fisher, Noel Grimm, Ted Hayes, Kerry Jobe, Jack Maher, Monica Meehan, Dorothea Motto, Bill O'Hara, Jeff Richards, Tom Ronksley, Stan Rudge, John Sopko
 - b. Guests: Maria Beadling, Sally Burton, Karen Rose Cercone, Louise Fisher, Mary Grimm, Jeff Gross, Dee O'Hara, Christi Mitchell, Christian Panichella, Donna Ronksley, Vicki Rudge, Dale Sechrist, Ruth Sechrist, Rosalind Sopko, Todd Tansimore, Ann Wade, Dick Wade (and others)
2. President Stan Rudge led the recitation of "The Pledge of Allegiance", and then called the meeting to order at 6:47 p.m.
3. President Rudge defined "Volunteer" and "Volunteerism" and dedicated this meeting "Volunteer Night" and as a "Thank You" to all the volunteers who have contributed to making the Westmoreland Heritage Trail what it is today.
4. President Rudge continued the "Thank You" theme with a drawing for Door Prizes. Fittingly, the first door prize went to Head Volunteer, President Rudge. (Providence, Coincidence, Well-earned or ?, you decide)
5. A "HUGE WHT Thank You" to all the door prize donors; The Parkside Creamery, Excel Sportswear, Giant Eagle, The Kickstand Café, The Lumber Store, Mastro Sign Co., Rivertowne Brewery, Shop-N-Save, and The Spaghetti and Steak House,
6. Public Input
 - a. Mr. Sean Kertes, Chief of Staff for Westmoreland County Commissioner Charles Anderson's Office, extended Mr. Anderson's congratulations and thanks to all the volunteers for the success of the Westmoreland Heritage Trail.
 - b. Mr. Zack Cole, Trafford Borough Council, Chair of Public Safety Committee, Co-Chair of Community Development Committee, Westmoreland Heritage Trail Council Liaison expressed the Trafford Borough's Thanks and a "Well Done" to all the volunteers for the hard work and making the trail a success.
 - c. Ms. Maria Beadling representing Mr. Eric Nelson, Pennsylvania House, 57th District Representative, extended hearty Congratulations to the WHT and all the volunteers and affirmed Mr. Nelson's full support for the Trail's continued Success.
 - d. Professor Karen Rose Cercone presented a Slide Show describing her Google My Map App that highlights Historical Sites of Interest and Natural Geological

formations along the trail. All a trail user has to do is load Google My Maps, and “Pins” of the attractions appear. When a “pin” is selected a second “Informative” page appears. QR Codes for the download address will be posted at all trail kiosks along with full information on the WHT website and WHT Facebook page. If you wish to add anything to the map or help Karen with the project, please contact her at heritage.trail.history@gmail.com

7. Approval of Minutes - A motion was made to approve the May minutes as published by Conn, 2nd Richards, Motion carried, minutes approved.
8. Treasurer’s Report
 - a. Treasurer Maher, reported \$46,341.98 in total assets.
 - b. Treasurer Maher reported that the S&T Checking Account has \$25,030.92 as essentially “Cash on Hand”.
 - c. A motion to approve the treasurer’s report by Elicker, 2nd Hayes, Motion carried, report approved.
9. RTC Report – No Report
10. TAT Report – No Report
11. Committee Reports
 - a. Real Estate and Acquisitions – Jeff Richards excitedly reported that Malcolm Sias could not make tonight’s festivities as he was meeting in person with Norfolk Southern RR Real Estate Executives to hopefully secure the parcel of land that would allow the trail to be extended into downtown Trafford. This meeting has been sought after for almost a year and it has finally happened.
 - b. Jeff Richards introduced Christian Panichella, Northmoreland Park Manager, who will become the new WHT Liaison with Westmoreland County Bureau of Parks and Recreation.
 - c. Engineering and Construction – Jeff Richards
 - i. Design Plans for Phase IV are 96% complete
 1. After completion, they will be uploaded to PA DOT’s ECMS for for bidding by pre-approved contractors.
 2. A Construction Inspection Firm to oversee the construction of Phase IV will soon be selected.
 3. Assuming PA DOT’s final approval, bidding is expected to begin in August 2018, The contract should be awarded in September 2018, with construction starting in March 2019.
 - ii. The Pennsylvania Southwest Commission has approved additional funding of roughly \$300,000 for Phase IV trail construction.
 - d. Funding Raising
 - i. The Westmoreland Co. Arts and Heritage Festival at Twin Lakes Park will be July 5, 6, 7 & 8 this year. Please reserve the dates to volunteer for the WHT Parking Fund Raiser. Every hour of volunteer work contributes approximately \$15 to the WHT Treasury. Rey Peduzzi and Bill O’Hara are co-chairpersons.

- ii. The August 18th Export Ethnic Food and Music Festival will support our WHT Parking Volunteers as well.
 - iii. Installation of the mile marker posts on the 5.9 mile section between Murrysville and B-Y Park is on the work list. Lincoln Avenue in Export will be Mile 12.5, Robert's Parcel Parking Access Area will be near Mile 16, and the Trail End in Downtown Trafford will be Mile 23.5.
 - iv. Installation of all the pledge gifted commemorative benches along the trail is now complete.
- e. Public Relations – Vicki Rudge
 - i. An email address for trail users to submit photos, trail observations, and comments for the Facebook page has been established: whtrpr2017@gmail.com . Everyone is encouraged to contribute. There are now 948 Facebook followers.
 - ii. The PR Committee thanked the Trail for funding the purchase of a Canopy Tent, Table and New WHT Banner for use at local festivals.
 - iii. The PR Committee sponsored a successful Saltsburg Canal Days Festival Booth receiving \$334 in donations, \$155 in Logo Clothing Sales and 16 email addresses of interested trail users. Chairperson Vicki Rudge thanked all the folk that manned the booth for three days of the Canal Days Festival.
 - iv. The PR Committee Meeting Minutes to plan upcoming festival booths are attached.
- f. Membership – Gordon Conn.
 - i. There are currently 93 active members for 2018 compared to 107 members in 2017.
 - ii. 31 are Lifetime members, 21 are Ten Year Members and 41 are Annual members
- g. Trail Ambassadors (Monitors) – Chairman Stan Rudge recognized two new Ambassadors; Michael Bertomaschi and John ????? and thanked them for their volunteerism.
- h. Trail Maintenance – Tom Dittman
 - i. Work Party Series
 - 1. Tom Dittman is continuing the bi-weekly Work Party Program, Thursdays and Saturdays of each week beginning at specific locations where work is needed.
 - 2. The work parties will meet at 9:00 a.m. weather permitting.
 - 3. Tom will email interested volunteers a day in advance of the event.
 - ii. If Tom is unavailable to keep up the Thursday/Saturday schedule, President Rudge suggested others might stand in for Tom and organize a work party to keep the trail maintenance works progressing.

12. Old Business

- a. A Motion to pay the Professional Tree Removal Service \$450 for the removal of an overhanging tree near Sportsman's Road was made by Ellicker, 2nd Richards, Motion Carried, Invoice Paid.
 - b. A grant of \$1483.50 was received from The Pittsburgh Foundation funding half the cost of an aluminum flat bed trailer for transportation of the Ventrac Mower and various trail tools between East and West trail segments. The second \$1483.50 of funding for the trailer from the WHT treasury was approved at the May meeting pending a grant approval. The trailer will be purchased from Smouse Trailers and Snow Equipment in Mt. Pleasant, PA
13. New Business
- a. United Day of Caring Friday September 14th.
 - i. Tom Dittman has requested approximately \$300 for a volunteer lunch, \$300 for paint and materials, and six Board Members to supervise a group of 30 (or so) volunteers participating in the United Day Caring to improve the trail.
 - ii. A motion to fund the Day of Caring not to exceed \$600 by Maher, 2nd Ellicker, Motion Carried Day of Caring Funded.
 - iii. Members Sally Burton, Rick Fisher, Noel Grimm, Jack Maher, Monica Meehan, Christi Mitchell, Bill O'Hara and Ann Wade volunteered to be supervisors.
 - b. Rob Cronauer and Tom Dittman have completed their Phase III Trail drainage assessment. Particularly, the section between MSA and FTMSA was surveyed. The heavy spring rains have proven the current culvert locations to be woefully inadequate. Unless the condition is remedied with additional culverts, work will be constantly ongoing to keep the trail from washing away. Rob submitted an Engineering Proposal for six additional culverts at a cost of \$13,680. Westmoreland County Parks has pledged 60% or \$8,208 to the project leaving \$5,472 to be paid from the WHT treasury. A motion to support the work on a time and material basis not to exceed \$5,472 was made by Conn, 2nd, Burton, Motion Carried, Work will be supported. In the meantime, Tom Dittman, Murrysville Representative, is commissioned to ask the Murrysville Council if they can contribute any funding.
 - c. Bank Stream Stabilization Phase IV
 - i. Rob Cronauer is seeking a \$60,000 grant from the DEP for the work.
 - ii. Rob has asked the WHT for a letter supporting the grant request.
 - iii. A motion to support Rob's request by Maher, 2nd Conn, Motion Passed, Letter composed and sent.

On a motion by Cronauer, 2nd Meehan, the meeting was adjourned at 8:17 p.m.

The next meeting will be Thursday July 12th at The Lamplighter Restaurant, beginning 7:00 p.m.

Respectfully Submitted,

John Sopko, 2018 Secretary

Attachment:

WESTMORELAND HERITAGE TRAIL PR Committee MINUTES
June 5th, 2018 at Wagon Wheel Restaurant

Attending: Kristi Mitchell, Karen Cercone, Eileen Elicker, and Vicki Rudge

Absent: Michael Bertinaschi and Doug Webster **Guest:** Sally Burton

Old Business: Resolved from May meeting.

- 1) Corporate Sponsors There are such sponsors but if anyone on this Committee wants to seek out sponsorships/gift baskets etc, by all means do so and provide the information to the appropriate Board member TBD. (Vicki will obtain correct person to assist us).
- 2) Website Backup – Rob Cronauer informed Vicki the backup person to the web site will be one of his employees.
- 3) Merchandise sales – Only checks and cash will be accepted when selling in public, but soon will have the option of ordering on the website utilizing Pay Pal (FB will advertise).

Canal Days – Saltsburg PA (June 1,2 ,3) - All in attendance agreed we had a successful three day event manned by Mary Grace Muster*, John Sopko, Kristi Mitchell*, Ann Wade, Ted and Ginny Hayes, Vicki Rudge, Eileen Elicker* and Sally Burton (*indicates double shifts). All working were invited to attend this meeting to share comments/thoughts/pro's/cons etc. Sally was welcomed to the meeting and emails shared from Mary Grace and John.

Collected the following: Sixteen names and email addresses were obtained and will be given to John Sopko. Collected \$334.00 in cash donations and sold \$155.00 merchandise along with meeting many interested people in WHT. Not one membership came out of the 16 names. Those that donated \$20 or more would not even sign up for a membership. Just said they wanted to give to the Trail and not become a member.

Mary Grace comments all positive, met a lot of people, distributed brochures, business cards were great idea, liked new tent canopy, table and banner, travel box worked well (guidelines to follow, scissors, duct tape, extra copies, tri-fold poster was great, Volunteers need to remember chairs, schedules with shift information helpful). Her suggestions included a photo album with trail parking areas (many people asked about these), pictures from Mark for Parks and Comedy Night, Grand Opening last fall to share. Would a photo album be overkill since we have website and FB? (***Group discussion ruled out a photo book only because someone would need to take ownership of it***) and she also suggested a raffle of some

sort or a game to draw people to the table (***Group discussion using the bicycle tire roulette wheel which we already have***).

John's email echoed all of Mary Grace comments and noted the event went "swimmingly well". He suggested a small poster stating "To receive Trail information by email, please print email address to be on our distribution list." Said the event was going to be a tough act to follow.

Sally provided us with the following: Booth set up very important and felt all volunteers should wear a WHT shirt, banner should be hanging up on tent not in front of table (***our problem with hanging it though no one could see for the tri-fold board***), move table off to side don't center it, and you should always have a give-away.

Give away suggestions: Key chains, WHT stickers, rubber jar openers, magnets and establish a word search for kids. Kristi volunteered to go out to the internet and see about a simple word search. Need to get some prices and Board approval.

Sally also asked about getting sponsors and baskets for future events. Vicki informed her that by all means if she has businesses that are willing to donate money/baskets to start now. Gave Sally business cards for this purpose.

Upcoming Events:

1) Turtle Creek Watershed River Sweep Clean-up Event

Saturday, June 16th 9am-11am

Saunders Station along the WHT

Although not a community event all agreed to have us be represented.

*Volunteers: Karen/Mike— one at Forbes Rd and one at Saunders Station with business cards and maps/membership brochures.

3) Twin Lakes Festival – Twin Lakes Park

July 5th – 8th (WHT parks cars – will see that info is available that can be passed out as cars are parked – no other volunteers needed!)

4) Export Ethnic Food & Festival (will ask to have the \$50 waived)

Saturday, August 18 – *will need volunteers*

5) Slickville (at Firemans' grounds)

August 10th & 11th (Friday and Saturday) – *will need volunteers*

6) Penn Township

September 21, 22 and 23rd (Friday, Saturday and Sunday) – *will need volunteers*

7) **Delmont** – no response from Mr. Burton so asked Sally to get us a contact name/number for Apple Festival held the first weekend in October each year.

8) **Murrysville** – no longer have a community day but they have a Fireman's Carnival that Sally suggested. Do we want a booth at this type of event??? Majority thought not.

9) **Trafford** – no event is scheduled

10) **Monroeville** – July 28th but the cost is \$100 (all agreed NOT to spend that amount)

June 14th Board Meeting and Volunteer Appreciation – Reminder for all committee members to attend.

Google MY Maps – Karen will present at the June 14th meeting and it was suggested she check out the pavilion prior to meeting making certain she has what she will need to set up projector and if her cell phone service will work in the area. Karen will present to the board the heritage.trail.history@gmail.com for those wishing to have other historical items of interest added. Again this email will be forwarded on to next owner just as planned with PR and FB.

Bicycle Repair Day 2019 – Need someone to assume ownership for this event from this Committee.

Photo Contest Update – The Committee consisting of WHT, Murrysville Trail Alliance and Westmoreland County Parks will provide a press release. Deadline for entering the contest will be October 31st with entries of pictures taken at any of the parks/trails. Judges (TBD) will select winners via categories and prizes to be awarded (TBD). Karen will keep us posted on this event.

Next meeting scheduled Tuesday, July 3rd at 6:30pm Panera's in Murrysville.

Respectfully submitted,

Vicki Rudge