

**ERIE TO PITTSBURGH TRAIL ALLIANCE, INC. (EPTA)
Minutes of January 18, 2017 Board of Directors Meeting
Held at Karma Coffee Company in Oil City, PA.**

Participants

Organization

Trail Organization and At-Large Members:

Toni Henry	Armstrong Rails to Trails Association (delegate) (ARTA)
Bill Weller	Allegheny Valley Trails Association (AVTA)
Jim Fincher	Chautauqua Rails to Trails (CRT)
Courtney Mahronich	Friends of the Riverfront (alternate) (FOR)
Barney Scholl	Mercer County Trails (delegate) (MCT)
Kim Harris	Oil Region Alliance (delegate) (ORA)
Marilyn Black	Oil Region Alliance (alternate) (ORA)
Sandy Mateer	Redbank Valley Trails Association (delegate) (RVTA)
Leah Carter	Titusville Area Trail Association (TATA)
Deb Eckleberger	Titusville Trail Town Action Team (delegate) (TTTAT)
Roy Weil	At-Large (delegate)
Mary Shaw	At-Large (alternate for Mr. Weil)
Debra Frawley	At-Large (delegate) <i>Pennsylvania Environmental Council</i>

Guests:

Kristin Arendash	City of Oil City
Kathy Bailey	Oil City Main Street Program
Jim Becker	Titusville Community Development
Bob Jennings	Volunteer
Robin Lutz	PA State Senator Scott Hutchinson's Office
Kim Mourer	Venango County Regional Planning Commission
Sue Smith	Northwest PA Planning Commission
Ron Snyder	Oil Region Cycling Classic
Erin Wiley Moyers	DCNR

In the absence of President Ron Steffey, Roy Weil, Vice President called the meeting to order at 10:07 A.M. R. Weil welcomed everyone, and went around the table with attendees introducing themselves.

Kathy Bailey, Oil City Main Street Manager, welcomed everyone to Oil City and provided a brief summary of the activities and projects happening within the Oil City Main Street Corridor.

Approval of Minutes: Minutes of the October 19, 2016 regular quarterly EPTA Board of Directors meeting were provided in advance of the meeting. B. Scholl moved to accept the minutes as provided, seconded by J. Fincher; motion carried.

Treasurer's Report: The Treasurer's Report covering the period of January 1, 2016 through December 31, 2016 was distributed at the meeting. C. Mahronich reviewed the report noting there were three board member seats that had outstanding dues; it was noted that Lake Erie Arboretum at Frontier Park does not desire to continue to serve on the Erie to Pittsburgh Trail Alliance. D. Frawley will check with the Clear Lake Authority to see if they desire to remain on the EPTA Board, and K. Harris will attempt to get in touch with Greg Troyer to see if a reorganization of the NW PA Trail Association has occurred. B. Scholl motioned to accept the report as presented, J. Fincher seconded; motion carried. A copy of the written Treasurer's Report will be filed with the minutes. It was requested that on future financial reports restricted and non-restricted funds be broken out. It was noted invoices for 2017 memberships should be sent out in the near future.

Secretary's Report: The Secretary's Report covering October 20, 2016 through January 18, 2017 was provided in advance. K. Harris noted one correction "PA River of the Year" should read "PA Trail of the Year." L. Carter motioned to accept the report with the noted correction, J. Fincher seconded; motion carried.

New Business:

1. **Grant Opportunities and Workshops** - A handout of known funding and educational opportunities was provided. In addition, PA Recreation and Parks Society has issued a call for proposals for the 2017 PA Greenways and Trails Summit for conditioning workshops, or presentations. The PA Statewide Trail Committee is holding forums across the state. EPTA has offered to host a session with the assistance of ORA. Participation from the Erie County area will be sought and encouraged. E. Wiley Moyers introduced the Community Park Development Webinar Series, a new tool that DCNR is using to assist with educating current grantees and future grant applicants. A card with information on the webinars was available for participants to take with them.
2. **Oil Region Cycling Classic** - Mr. Ron Snyder of Franklin introduced a new bicycling event that will be held in the Oil Heritage Region using the trail system. The Oil Region Cycling Classic is a regional three-day event that will be headquartered in Franklin. The event will be held Friday, June 16 through Sunday, June 18, 2017. This event is being held at the same time as Franklin's Annual "Blues and Barbeque," so that those involved in the cycling event can have the opportunity to enjoy this event, too. Cyclists will ride from Franklin to Emlenton and back on the 16th, from Franklin – Oil City-Titusville on the 17th and on the 18th either ride on the Sandy Creek Trails or kayak down the Allegheny River to Fisherman's Cove and bike back to Franklin via the Sandy Creek Trail and the Allegheny Trail. Cost for the cycling event is \$100 for three days, \$75 for two days, and \$50 for one day with age 13 and under free. Proceeds will benefit the Allegheny Valley Trails Association. It is hoped that a website and registration information will be available around January 25, 2017. R. Weil asked that EPTA Membership share the information once the website is available and registration opens.
3. **Welcome by Karma Coffee Company** - Marie Alcorn, a co-owner with her husband Shaun, welcomed everyone. She and her husband own and operate three eating establishments in Oil City. The Acorns' entered the 2016 Get on the Trail Entrepreneurial Business Plan Contest for Karma Coffee Company to enhance the business by making the business friendlier to bicyclists. Capturing first place prize of \$5,000, they are enhancing the Elm Street entrance to the business with new flooring, and will be

installing wall bike racks, where cyclists can bring their bikes indoors for safe storage, while they eat, and take a break.

Old Business:

1. Industrial Heartland Trail Coalition (IHTC) - D. Frawley provided a brief background of the IHTC. The website www.gototrails.com is being improved; it has a new managers tool. PEC still needs updates from trails; EPTA members please provide updates to D. Frawley.

IHTC meets quarterly, and the EPTA is a member that regularly has a representative attending the meetings. IHTC needs to know what trails groups need; D. Frawley encourages all to tell the EPTA representative what if anything is needed from the IHTC.

The 365-day trail count has been completed, and all data collected. RTC will have the counters and this spring they will be available to “rent” maximum five counters at a time for 6 weeks maximum/2 weeks minimum. The only cost to the user is the cost of shipping equipment back to RTC. E. Wiley Moyers stated DCNR is interested in trail counts too.

2. EPT Signage Committee - Written committee reports were issued with the agenda packet. R. Weil presented an overview of the draft signage guidelines, which a link was provided to everyone several weeks ago to access the document for review and comment. After discussion, Chair of the committee T. Henry asked for a motion to approve the draft guidelines. After discussion, K. Harris motioned to approve the guidelines as a draft, and issue to other trail groups and municipalities for review and comments/suggestions, M. Shaw seconded; motion passed.

The Signage Committee will prepare a cover letter to accompany the draft manual, being sure to indicate comments will be taken into consideration, but we are not requesting approval since these are guidelines. T. Henry requested names of municipalities, trail groups or others that we feel should receive the draft signage guideline to review be sent directly to her at toni.henry51@gmail.com.

It was commented that we as members of the EPTA include all connecting trails to the maps, not just main spine. After discussion it was decided if it is possible to include the connecting trails please include them. It was also recommended a new map be produced and placed on the EPT website that shows all the connector trails (i.e. Sandy Creek, Redbank, and Freeport Trail).

3. Website Update - A written report was distributed prior to the meeting. A reminder to all, please submit sign vendor information to M. Black for inclusion in the list that is being prepared in conjunction with signage manual. Information should include Co-Star and DBE if applicable.
4. Social Media Update - See the Secretary’s report distributed prior to the meeting.

5. PEC Environmental Award - EPTA has indicated at prior meetings their interest in having the EPTA nominated for the PEC Western PA Environmental Award. Nominations for this award are due February 17, 2017; please submit as soon as possible, to Ron Steffey, any projects your organization has completed. You can visit www.pecpa.org for guidelines on projects that meet eligibility. A cash prize of \$5,000 comes with this award.

6. Strategic Planning – A set of questions were distributed to Board Members prior to the meeting for purposes of full board input as part of the strategic planning process. As a group, the questions were addressed and discussed with input captured to present to the project consultant.

Member Reports on Progress:

Written reports from members were distributed electronically with the agenda packet prior to today's meeting. Written reports will be filed as part of the official minutes.

- It was noted the City of Franklin will hold a public meeting on January 19, 2017 at 5:00 P.M. at City Hall for their draft Bike/Pedestrian Plan.
- A Nature Art Showcase will be held February 3 – 4, 2017, in Franklin at the Barrow Civic Theater. This is in conjunction with the Franklin on Ice Festival; all are invited to this free activity.
- Strategic Planning Committee meets next on February 1, 2017.

Adjournment:

The next meeting is scheduled to be held Wednesday, April 19, 2017 at 10:00 A.M. in Erie, PA.; the location will be determined, and notifications sent out via email.

S. Mateer motioned to adjourn the meeting, M. Shaw seconded; motion carried. Meeting adjourned at 1:40 P.M.

Respectfully submitted,
Kim Harris, EPTA Secretary
Minutes Prepared January 20, 2017