

Forest City Outdoor Town Action Team

MINUTES

Thursday, April 6, 2023

CALL TO ORDER: Chairperson Katie Zefran called the Forest City Outdoor Town Action Team meeting to order at 6:00 pm. The Pledge of Allegiance was recited. It was noted a quorum of the Action Team members were present (4 members).

ATTENDEES: Katie Zefran (Action Team Chair), Susie Atcavage (Member), Christopher Ginton (Mayor of FC), Juliann Doyle (Member) , Deb McNamara (Member), Paul Daugevelo (FC Main Street Coordinator), Duane Naugle (Susquehanna County Planning, Promotion and Tourism), Bob Lesjack (President, FC Boro Council), Paul Macknosky (DCED) and Duffy Samuel (Member) **ABSENT:** Erin Debish (Member), Amy Bean (Member and Boro Council Representative)

MINUTES: Deb McNamara made a motion to approve the March 2, 2023, minutes as presented; seconded by Susie Atcavage. All in favor 4-0. No opposition. Motion passed.

1. ADMINISTRATION (Katie Zefran)

Katie no administrative items to report on at this meeting.

2. CONTINUED BUSINESS/PROJECTS

A. ERIE STREET TRAILHEAD WELCOME ARCH (Deb McNamara)

In the absence of Lynn Conrad, Deb provided the following information. The Arch is scheduled to be completed and in the ground by April 30th. The school must have the project completed by that date. Deb has reached out to the school as to what the arch is? It was noted that there are three trains loaded with coal. Mr. Graziano will work with the students to add clearer definition to the arch.

B. CENTER STREET PARK (Susie Atcavage)

A zoom call was held with DCNR to discuss a grant application for the Center Street Park with the ADA compliance for the park. It was noted that DCNR funding will not be enough to fund the project through DCNR. Small communities may apply for C2P2 for 50% of the funding. Another avenue possibly might be the Green Ways and Trails grant which is currently open until May 31st. Letters of Support will be needed for this grant from our legislatures (Baker and Fritz). They need to be onboard with our project. Also, Keystone Communities is

another. These are structural grants and are competitive in nature. We cannot move forward until McClane provides us with the plans and the quote to use as a budget for the grants. Paul explained we should be applying for every grant to receive as much money as possible and leveraging monies against each other in order to complete projects.

C. ERIE STREET TO MAIN STREET SIDEWALK PROJECT

Bobbi Jo Turner (Susquehanna County Housing and Redevelopment Authority) will be writing and administering the grant through the county CDBG funding. This project goes through the County's allocation which we already know will not be enough to complete the project. Our plan was to apply again next year to finish the project. Paul explained that the multi-model grant is open and requires no match at this time. We should apply to secure funding to complete the project sooner. He also noted that the Keystone grant opens in July, this might also be worthwhile to apply for.

D. TRAILHEAD SCULPTURE (Deb McNamara)

Scott Nichols has been working on the trailhead sculpture which will advertise free Wi-Fi on the Forest city Trailhead and direct trail participants to the business directory. It will be funded by the Rail Trail Council and GFCBA.

E. FACEBOOK PROGRESS (Juliann Doyle)

The media team held a meeting on March 17, 2023, with Machi-Systems. Juliann read through the report, however, it was determined that we need to stick to the FC Outdoor Town Action Team as our Facebook name and group. Other discussion stated we should be linked to VisitFCPA.com as we are a part of the Boro with our name already established. Juliann will speak to Machi Systems concerning this. We agreed we should be promoting outdoor projects/events in the FC area.

F. FAÇADE PROGRAM (Gus Fahey)

Gus was unable to attend, and we did not receive a report to present.

G. JUNIOR BOARD (Katie Zefran)

Katie will be attending the April Executive Session of the School Board to present and request FC establish a Junior Board for the FCOTAT which would enable the students to utilize projects and hours towards their senior project. She is hoping the new school superintendent will be hired and present at this meeting.

H. MURAL PROGRAM (Gus Fahey)

Gus was not able to attend the meeting; no report or update was provided on the Mural program.

3. GRANT TEAM (Susie Atcavage)

Susie provided information on grants in the previous agenda items.

4. MARKETING TEAM (Juliann Doyle)

Juliann provided information on marketing and media in previous agenda items.

5. NEW BUSINESS/PROJECTS/PUBLIC COMMENT OR QUESTIONS

Duane Naugle, Director, Susquehanna County Planning, Promotion and Tourism, explained Susquehanna is now accepting information on all businesses in Susquehanna County including all small businesses. The Commissioners are conducting their branding now for the new office. They would like to have all events, no matter how small, on their calendar of the Tourism Office. He explained they/we have access to a grant writer Katie Pritchard of the Northern Tier Planning Commission. He commented they want to get people off 81 and onto the roads of Susquehanna County. Susie informed him of the community survey we conducted with Eastwick Solutions to develop the Action Team. She explained it is a living document. Paul informed the group the multi model grant is open till the end of July and requires no match. Pedestrian safety is one of the top priorities through the DCED grant. The purpose is to connect people safely to town. It was noted a Clifford Township Supervisor is the new tourism board member from our area.

CORRESPONDENCE AND ANNOUNCEMENTS

The next FCOTAT meeting will be held on Thursday, May 4, 2023, beginning at 6pm at Elegante's Pizzeria, Main Street, Forest City. Katie Zefran will attend the FC Boro Council meeting on Monday, May 1st however she is unable to attend our May 4th meeting. Deb agreed to be present to conduct the meeting.

ADJOURNMENT:

Susie Atcavage made a motion to adjourn the meeting with Duffy seconding. All in favor 4-0. Zero opposed. Motion passed. Meeting adjourned at 6