

Tioga County Trail, Park & Recreation Authority

REGULAR MEETING MINUTES

Tuesday, June 17, 2026 | 6:30PM

Patterson Trailhead, 32 Fellows Ave, Wellsboro, PA 16901

Call to Order: Tyler Upham called the meeting to order at 6:30PM.

Roll Call: The roll call found five (5) members present: Rachel Courtney, Dina Henninger, Tyler Upham, Melissa Underwood & Chad Zengrele

Public Attendance: None

Approval of Minutes: A motion was made by Dina Henninger to approve May meeting minutes, seconded by Chad Zengrele.

Communications: None.

Old Business:

- **Bank Account:** Rachel Courtney reported that Northwest Bank has received the Trail Authority's EIN and is waiting for the remaining information from Marc Rice.
- **Bylaws & Policies:** The group reviewed and made amendments to the proposed Bylaws and Policies. Rachel Courtney made a motion to approve the Bylaws and Policies, which was seconded by Melissa Underwood. Following further discussion, the board reconsidered the motion and agreed to table the Bylaws and Policies until the following month's meeting to allow the solicitor time to review the revisions.
- **Mission Statement:** The board agreed that it would be beneficial for the Authority to establish both a mission statement and a vision statement. A motion to approve the following mission and vision statements was made by Dina Henninger and seconded by Rachel Courtney:
 - Mission Statement: The Tioga County Trail, Park & Recreation Authority plans, develops, enhances, and promotes a connected system of trails, parks, and outdoor recreation opportunities throughout Tioga County. Guided by the County's Comprehensive Plan, it supports motorized and non-motorized land and water trail projects, park improvements, and recreation programs and events. Through collaboration with municipalities, regional partners, and stakeholders, the Authority strengthens partnerships, pursues funding opportunities including grants, and provides a coordinated structure to advance accessible, sustainable outdoor recreation that improves quality of life, supports communities, and enhances the County's natural and economic assets for future generations.
 - Vision Statement: To develop, connect, and steward trails, parks, and recreational opportunities that enhance community, promote healthy living, support local vitality, and celebrate the natural beauty of Tioga County.

New Business:

- **Pine Creek Rail Trail – Trail of the Year Celebration:** The Board discussed forming an event committee, along with other committees, to help plan and coordinate a 5K run, biking/cycling event, and related activities in conjunction with the PCRT TOTY Celebration on the morning of Saturday, September 26. After discussing activities that would engage community members of all ages, Melissa Underwood made a motion for the Trail Authority to host a 5K run, biking/cycling event, and any additional educational activities the Authority deems appropriate in conjunction with the PCRT TOTY Celebration, contingent upon confirmation that the Authority's insurance would provide coverage for the proposed activities. The motion was seconded by Chad Zengrele.

Other Business:

- **Lumber Heritage Trail Sign Restoration:** Rachel Courtney reported that Holly Komonczki and Megan Myers from the Lumber Heritage Region (LHR) contacted the Planning Department to determine whether any local organizations would be interested in partnering with LHR to restore LHR trail signage within the county. LHR received a PA Wilds Mini-Grant to cover the project costs, and one of the grant requirements is community involvement. They are seeking three to five volunteers to commit approximately six hours to sand and paint the two existing LHR signs in Tioga County by October 2026.

Rachel informed LHR that the Patterson Trailhead sign is in excellent condition because it was installed only a few months ago, has a weather-protective coating, and the county wishes to maintain the natural wood finish to match the trailhead building. LHR also contacted Visit Potter-Tioga about partnering on the project, as it maintains the other Lumber Heritage Trail sign, but the organization declined.

After discussion, the board agreed that partnering with one of the county's Heritage Regions on this trail-related project aligns with the Trail Authority's mission. Melissa Underwood made a motion, seconded by Rachel Courtney, to hold the volunteer work session on August 18 to restore the Visit Potter-Tioga LHR Trail sign, with a rain date of August 27.

Public Comment: No public comment was given.

Next meeting: July 15 at 6:30PM

No further business – Meeting adjourned at 7:40PM

Respectfully Submitted by Secretary, Rachel Courtney.

