

## **November 14, 2016 MARC Meeting Minutes**

### **MARC Attendees:**

Mike Mills  
Heather Good  
Chris Johns  
Bill Lavage  
Dave Walker  
Frank Dombroski  
Commissioner Holdren

Bob Stoudt

### **Public:**

Dave Decoteau  
Lloyd Bunch

Meeting called to order at 7:04pm by President Mike Mills.

## **OFFICER REPORTS**

### **President's Report**

President Mills noted the lack of a quorum at the opening of the meeting and moved to discussion of non-business items on the agenda. Shortly thereafter, Frank Dombroski arrived, enabling a quorum to conduct business.

### **Treasurer's Report**

Commissioner Holdren provided an overview of the Treasurer's reports, noting that several corrections were still required to the official accountant's reports from Ozark & Shultz. Motion to approve by Bill Lavage, seconded by Chris Johns. Motion approved unanimously.

### **Secretary's Report**

In Secretary Tyler Dombroski's absence, Mike Mills noted the October meeting minutes. Motion by Commissioner Holdren to approve, seconded by Chris Johns. Motion approved unanimously.

## **PARTNER REPORTS**

### **Washingtonville Borough**

Frank Dombroski noted that sales continue for the 2<sup>nd</sup> round of 'Welcome to Washingtonville' banner sales. Proceeds will go toward additional community beautification projects. The borough plans to install a gate on the access road to the Borough's park to deter nighttime vandalism. The gate will likely be installed in coming weeks. The borough is also exploring the possibility of installing a flag pole in the PA-54/Strawberry Ridge Road intersections.

### **Danville Borough**

No Danville Borough representatives in attendance.

### **Riverside Borough**

Bill Lavage had no updates to report. Stoudt noted MARC's receipt of a \$500 donation from the borough.

## **Montour County**

Commissioner Holdren had no items to report other than what was listed on the agenda for discussion.

## **Danville Area School District**

Chris Johns reported that the district continues to move forward with planning for upgrades to school facilities. Chris also noted continued discussions regarding an interscholastic bike team. Chris will present a proposal to the Danville Area School District School Board for consideration, likely at the January meeting.

## **PUBLIC COMMENT**

Dave Decoteau noted the resurrection of a Pennsylvania Conservation Corps-style program at the state level and encouraged MARC to look into the new program. Dave also commented on the continued discussion of an interscholastic bike team and pledged to assist with the creation of such a team. Dave recently attended a league race to learn more about team setup

## **ASSISTANT DIRECTOR'S REPORT**

President Mills noted the Assistant Director's report in the agenda packet.

## **MAINTENANCE TECHNICIAN'S REPORT**

President Mills noted the Maintenance Technician's report in the agenda packet.

## **DIRECTOR'S REPORT**

Stoudt's two expense reports included in the meeting agenda packet were reviewed. Motion by Commissioner Holdren to approve, 2<sup>nd</sup> by Bill Lavage. Motion approved unanimously.

Stoudt provided a brief overview of the Director's report included in the agenda packet, commenting on recent winterization work at the Montour Preserve, continued efforts to seek quotes for repairs to the Hess Field access road, North Branch Canal Trail litter cleanup work by volunteer Wayne Kashner, the semi-final economic impact report for the River Towns Race Series and the year-to-date summary of volunteer hours.

## **OLD BUSINESS**

### **2017 River Towns Race Series Planning**

The proposed 2017 River Towns Race Series schedule was reviewed and discussed. Motion by Commissioner Holdren to approve, 2<sup>nd</sup> by Dave Walker. Motion approved unanimously.

### **2017 Budget**

The proposed 2017 MARC budget was reviewed and discussed. Stoudt noted that, for the first time in several years, MARC had no major new construction projects planned for the coming year. Most efforts will focus on routine maintenance and improvements to park/trail user amenities such as signage. Motion by Dave Walker to approve, 2<sup>nd</sup> by Chris Johns. Motion approved unanimously.

## **NEW BUSINESS**

### **2017 Meeting Schedule**

The proposed 2017 meeting schedule was reviewed. After polling board members, it appears the most viable option remains the second Monday of each month at 7:00pm. After much discussion regarding meeting location and the continued difficulty to secure a quorum, a motion was made by Chris Johns to keep the meeting schedule the same in 2017 (2<sup>nd</sup> Monday of each month), 2<sup>nd</sup> by Dave Walker. Motion approved unanimously.

In follow up to the meeting schedule discussion, Stoudt will place the required legal advertisements in local papers, as well as post the schedule to MARC's website and Facebook page. Commissioner Holdren will check with Solicitor Marks to determine whether a change of bylaws would be required to allow board members to participate by telephone. In considering a bylaw change, Stoudt also noted the potential for additional municipalities to join MARC in 2017. Should that become an option, it will almost certainly become necessary to do a more comprehensive update to the bylaws to remove items which are no longer applicable and clarify the requirements for members.

### **Hess Recreation Area 2017 Fee Schedule**

The proposed new fee schedule for the Hess Recreation Area was reviewed. Rates were last adjusted in November, 2014. Stoudt recommends rates be reconsidered again in one year to ensure fees remain comparable to other nearby locations. Motion to approve by Bill Lavage, 2<sup>nd</sup> by Commissioner Holdren. Motion approved unanimously.

### **Montour County North Branch Canal Trail Construction Loan Repayment**

MARC anticipates final reimbursement from the Williams Transco Pipeline Atlantic Sunrise Project / The Conservation Fund Environmental Stewardship Program in mid-December. Stoudt requests authority to release final loan repayment to Montour County as soon as grant reimbursement is received. Motion to approve by Chris Johns, 2<sup>nd</sup> by Dave Walker. Motion approved unanimously.

### **Director's Bill Payment Authority**

To expedite expense reimbursements, Stoudt requests the ability to have MARC's Director's expenses approved by MARC's President or Treasurer when expenses are incurred, rather than holding all expenses until the next MARC meeting at which a quorum is present. President Mills made a motion to allow approval of expense reimbursements and budgeted bill payments upon receipt of proper documentation; 2<sup>nd</sup> by Dave Walker. Motion approved unanimously.

## **OTHER ITEMS**

### **2017 Snow Plowing and Mowing Contracts**

Stoudt discussed the renewal of contracts for 2016/2017 snow removal and 2017 lawn care. Because 1) the snow removal contract falls well below the state-mandated \$10,500 bidding/phone quote threshold; 2) MARC bid this work for the 2015/2016 season; and 3) MARC was very pleased with the services provided by the existing contractor, Stoudt recommends continuing the services of Betts Excavating, so long as the contract price remains unchanged. No objections were noted. Stoudt will contact Betts to reconfirm costs.

Though MARC has been very pleased with the existing lawn care contractor, because the lawn care contract is expected to exceed the \$19,400 state-mandated bidding threshold, Stoudt will prepare an updated lawn care invitation to bid package to be considered at MARC's December meeting. If approved, the invitation to bid would be advertised in December and awarded at MARC's January meeting.

### **Interscholastic Mountain Bike Team Update**

Topic previously discussed under Partner Reports and Public Comment. No further discussion.

## **ADJOURNMENT**

President Mills adjourned the meeting at 8:20pm.

Respectfully Submitted,



Bob Stoudt  
(acting secretary)  
11/14/16