

January 2016 MARC Minutes

Attendees:

Frank Dombroski

Tyler Dombroski

Ken Holdern

Chris Johns

Bill Lavage

Mike Mills

Bob Stoudt

Public:

Lloyd Bunch

Greg Ko

Kathy Schumacher

Ralph Schumacher

Ben Stoudt

Meeting called to order at 7:01 pm by Mike Mills.

Board Reorganization/Election of 2016 Officers:

Board Reorganization

Mike announced that this meeting would be the board's reorganization meeting.

A nomination was made by Frank Dombroski to nominate Mike Mills as board President for 2016; Seconded by Tyler Dombroski. The nomination was accepted.

A nomination was made by Ken Holdren to nominate Frank Dombroski as board Vice President for 2016; Seconded by Bill Lavage; approved unanimously. The nomination was accepted.

A nomination was made by Ken Holdren to nominate Tyler Dombroski as board Secretary for 2016; Seconded by Frank Dombroski; approved unanimously. The nomination was accepted.

A nomination was made by Bill Lavage to nominate Ken Holdren as board Treasurer for 2016; Seconded by Frank Dombroski; approved unanimously. The nomination was accepted.

A final vote was held to finalize the 2016 MARC board officers for 2016. Motion made by Chris Johns; seconded by Bill Lavage; approved unanimously.

Nomination recommendations for Danville Borough and Riverside Borough

Kevin Harriet has been a suggested name by Danville Borough although he has not been appointed.

Bill suggested Vick Marks, Brian Cotner, Oliver Kelly, and Joe Miscato for Riverside Borough potential nominations.

President/Treasurer Report – Mike Mills:

Treasurer's Report

Mike provided a copy of the Treasurer's Report.

Bob provided an update regarding the Williams Transco grant for the NBCT for reimbursements. A reimbursement for \$19,689 is pending approval. This decision will be made by January 31, 2016. Two other reimbursements for \$599 and \$5,000 also remain to be processed.

Mike also provided an overview of the 2015 RTRS. MARC made \$13,868.04 on the RTRS (pending the final audit). Bob and Mike also discussed MARC's total financial statements for 2015. MARC lost \$11,997 however multiple grant reimbursements are yet to be processed. Upon reimbursement processing, MARC will have turned a profit. Montour Preserve donations are not counted in these statements.

Ken and Bill had suggestions regarding how MARC's financial statements are completed by Ozark & Shultz moving forward.

Bob and Ken discussed potential County Commissioner allocations for 2016.

Motion made by Chris Johns to accept the Treasurer's Report; seconded by Ken Holdren; approved unanimously.

Secretary's Report – Tyler Dombroski:

Mike Mills inquired about the low bid from last month's snow removal bid opening.

Chris noted that Jamie had stated at the last meeting that it was a pleasure to serve on the board, not Chris.

Motion made by to Chris Johns accept the Secretary's Report upon correction of the typo; seconded by Frank Dombroski; approved unanimously.

Partner Reports:

Washingtonville – Frank reported that two of the welcome to the community signs are beginning to lean. Frank went out and added supports to the signs. Tyler also gave an update on the community banner program which is underway.

Danville – No Danville Borough representatives are currently on the board.

Riverside – Bill followed up with Debbie Bausch about the potential boat launch. The land that the borough would like to develop is owned by the borough. Bob stated the Susquehanna Greenway Partnership could be an ally.

Montour County – Ken declined to make a report.

Danville Area School District – Chris reported that the first school board meeting will be taking place with the new board. A new representative could be appointed at that time.

Public Comment:

Greg Ko reported that branches are down at Hess Field due to recent wind and rain.

Ralph reported about his annual rugby event on Memorial Day weekend at Hess Field.

Assistant Director's Report – Jon Beam:

Jon submitted his report via email. Jon reported about maintenance work conducted mainly at the Montour Preserve. He also hosted an event for the Chillisquaque Limestone Run Watershed Association and participated in the North Branch Bird Club's annual Bird Count.

Director's Report – Bob Stoudt:

Mike passed around two bills over \$500 for the accounts payable. Both were utility bills. Motion made by Frank Dombroski to approve these bills; seconded by Tyler Dombroski; approved unanimously.

Motion made by Ken Holdren to amend the policy of needing to approve bill above \$500 if they are utility bills; seconded by Chris Johns; approved unanimously.

Expense report provided as part of the agenda packet. Motion made by Bill Lavage to approve these bills; seconded by Chris Johns; approved unanimously.

Director's report provided as part of the agenda packet.

Bob stated that he needs to be careful about his hours worked for his "part-time employee" status.

Old Business:

Accounting/tax reporting/registration questions

Bob gave an update on the questions he had posed to numerous state agencies. Todd Raup of John Gordner's office gave Bob the best quality answers regarding his questions. Refer to the January 4th email from Todd Raup for more information.

NBCT bridge engineering and earthwork/culvert installation

Bob reported that the SEDA-COG Joint Rail Authority will potentially allow MARC to unload supplies utilizing North Shore Rail freight. Bob is holding off on completing the request for proposals for the bridge engineering work until his meeting with the Joint Rail Authority occurs. Ken will be attending the next board meeting for the Joint Rail Authority and will discuss potential coordination. Frank also needs to be reappointed to the board.

Mike inquired about whether MARC had to take the lowest proposal for professional services. Tyler stated MARC did not.

Tyler asked if there is a deadline for construction to be complete for the project according to the grant funding requirements. Bob stated the expiration date is October 2nd, 2016.

New Business:

2016 Lawn Care bid package

Bob gave an overview of the bid form for MARC's mowing and weed control. Seven sites are on the bid form.

Motion made by Chris Johns to approve advertising the 2016 mowing contract; seconded by Tyler Dombroski; approved unanimously. The bid opening will take place at next month's meeting.

Proposed Park & Trail Maintenance Technician hire

Bob gave an overview of the potential position opening for park and trail maintenance technician hire. Bob sought permission to have a maintenance technician advertisement put out to the public. Bob stated that this job is in the budget and would save MARC funds because he would not be doing the work.

Motion made by Ken Holdren to approve advertising the park and trail maintenance technician; seconded by Chris Johns; approved unanimously. Bob will begin to accept resumes. Potential hires will be discussed at next month's meeting.

Proposed April 2 Montour Preserve art show fundraiser

Bob is on the Moose of Exchange Board of Directors. During a recent meeting, a suggestion was made to have a wildlife art show in coordination with the Montour Preserve Spring Fever Trail Runs. Columbia County Commissioner Chris Young is a strong supporter of this event. Bob is going to move forward with this art show event.

Other Items:

Ken reported he was not able to meet with his Degenstein contact. He wanted to get answers to the financial questions discussed in the Todd Raup email before moving forward.

Adjournment:

Motion made by Tyler Dombroski to adjourn; seconded by Chris Johns; approved unanimously.

Adjournment took place at 8:23 pm.