

February 2016 MARC Minutes

Attendees:

Frank Dombroski

Tyler Dombroski

Heather Good

Ken Holdren

Chris Johns

Bill Lavage

Mike Mills

Bob Stoudt

Dave Walker

Joe Ward

Public:

Ryan Beshline

Lloyd Bunch

Eric Jumper

Tom Krajewski

Jim Pecora

Debra Piatt

Dennis Piatt

Ben Stoudt

Meeting called to order at 7:02 pm by Mike Mills.

President's Report - Mike Mills:

Mike announced that two new board members have been added to MARC. Kevin Harritt will be representing Danville Borough and Dr. Victor Marks will be representing Riverside Borough. Unfortunately, both individuals had prior commitments this evening. Additional representatives still need to be appointed for Danville Borough and the Danville Area School District.

Treasurer's Report - Mike Mills:

Ken is still working on developing a Treasurer's Report. A Treasurer's Report will be provided at a later date for board review.

Ken did report that he, Bill, and, Mike, met with Susan Shultz regarding the streamlining of MARC's financial records. Ken provided an overview of potential changes. Ken noted that Susan's accounting report is not certified for accuracy.

Ken noted that \$15,000 has been allocated from the Montour County Commissioners to MARC (these funds will come from the county hotel tax fund). \$10,000 will go to RTRS and \$5,000 will go to the Preserve.

Ken also provided an update on funds for the continued operation of the Montour Preserve. To date, Bob stated that MARC is operating within its budget limits.

Bill had additional questions about MARC's future financial record keeping and ways to improve. Bill also had questions about grants that MARC received in 2015.

Secretary's Report – Tyler Dombroski:

Tyler provided an overview of the previous month's minutes.

Motion made by Ken Holdren to accept the minutes; seconded by Chris Johns; approved unanimously.

Partner Reports:

Washingtonville – Tyler provided an overview regarding the borough's community banner program. He reported that the Borough received about 15-18 sponsorship which was its goal. Tyler thanked Service 1st for their sponsorship.

Danville – No report; no representatives present. Bob noted that five individuals have approached Bob regarding the open representative position. Of note

- Tom Krajewski was in attendance for the evening's meeting. Tom attended Danville High School and has a Bachelor's Degree from Bloomsburg University. He was once an intern at Susquehanna Greenway but currently works for Lycoming County.
- Kyle Postupack also submitted a letter of interest. Kyle has a Bachelor's Degree from Bloomsburg University. He was once an intern at Susquehanna Greenway and currently works for SEDA-COG's GIS program
- Greg Kovlick submitted a letter of interest as well. Greg has been a volunteer with various MARC events for years.

Danville Borough's Council Meeting is tomorrow night. A representative will likely be appointed at their meeting.

Riverside – Bill reminded the board about the Borough's desire to put a boat launch along the Susquehanna River. A meeting with multiple Borough representatives will be taking place tomorrow evening. Three potential locations have been explored.

Montour County – Ken declined to make a report.

Danville Area School District – Chris stated that another representative is still being explored.

Public Comment:

No public comments were made.

Assistant Director's Report – Jon Beam:

Jon was not able to be in attendance at tonight's meeting. Jon did provide an assistant director's report however which is a part of the agenda packet. Jon continues to coordinate multiple public programs.

Expense/Director's Report – Bob Stoudt:

Three bills were provided for separate board approval because they were over \$500 (and not utility bills). The three bills were for:

- \$2,879.70. This invoice was from Leslie Jordan for T-shirts for the Humdinger race.
- \$561.75. This invoice was for an advertisement put in the Daily Item.
- \$630.00. This invoice was from Betts Excavating.

Motion made by Ken Holdren to approve these three bills; seconded by Bill Lavage; approved unanimously.

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

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

Bob gave a review of his hours worked. He also noted that there has been added detail to his hours worked this year.

Bob also gave an update on the Williams Transco Pipeline grant. The Susquehanna Greenway was technically the recipient of this grant because of their 501(c)(3) status. The Susquehanna Greenway will retain a portion of the grant for their administrative services. Bob stated that reimbursement can only occur twice with final reimbursement submitted on October 2, 2016.

Bob reported that Talen is reviewing whether they will be reviewing whether they want MARC to continue overseeing the East Branch Recreation Area in the future. Additional information was still needed regarding mowing costs (which were received with the bids this evening).

Bob also gave an update regarding signage that has been developed for Hopewell Park by a volunteer. Bob stated that the work is exceptional but will untimely need to be approved by Danville Borough.

It was noted that the Humdinger has sold out for next month. Other race registration updates were also provided.

Old Business:

2016 Mowing & Weed Control contract open/award

Mike opened bids for MARC's Mowing/Weed Control contract. Please refer to Bob Stoudt's evening notes for a more detailed bid tabulation:

Firm:	Sales Tax:	Total:
Creative Landscapes	Yes	\$41,149.20
B-Line Services	Yes	\$55,538.70
Jumper Landscaping LLC	Yes	\$58,261.84
Big Pop's Mowing	Yes	\$23,655.00

Mike stated that the bids will be reviewed in detail by Bob and MARC's solicitor.

Motion made by Frank Dombroski to accept the low bid upon successful review by Bob and MARC's solicitor; seconded by Tyler Dombroski; approved unanimously.

MARC Park & Trail Technician new hire

Bob stated that eleven individuals submitted resumes with two additional people submitting resumes after the deadline. These resumes were put in his file but not considered. After review of the eleven submissions, three of the applicants had great resumes. Dennis Piatt was the preferred candidate by both Bob and Jon. Teri McBride also put in a strong word based on his past work at PPL. Bob stated that his starting salary would be at \$17.00/hour.

Dennis stated that he had worked at PPL since 1970 and was a graduate of Williamsport Area Community College. He also stated that he did road and restoration work for the establishment of power lines on private properties. He also worked in other construction related areas including water drainage. Later, Dennis worked in their right of way department.

Motion made by Chris Johns to approve hiring Dennis at \$17.00/hour; seconded by Frank Dombroski; approved unanimously.

New Business:

Overtime compensation requirement for Stoudt

After discussion with Bill Lavage and other personnel at Service 1st, it has been determined that he is not administratively exempt from receiving overtime pay. This would result in Bob getting paid time and a half after working over forty hours a week. This would also apply to Jon and Dennis. With the hire of Dennis, this should not be a huge issue moving forward.

Central Susquehanna Community Foundation fund management

Bob stated the Danville Community Foundation has been advocating on MARC's behalf for the Montour Preserve even though we have been working with the Central Susquehanna Community Foundation. Bob suggested that MARC establish an "affiliate status" with the Danville Community Foundation. This will not change any fees, etc. although a legal agreement will need to be established for this status.

Bill also noted that a meeting took place today regarding investment options for MARC's Montour Preserve fund which had previously been suggested. Follow-up regarding this will occur.

Funding options for North Branch Canal Trail Expenses

Due to the fact that MARC must spend general funds on the NBCT and then apply for reimbursement (in addition to only being able to apply for reimbursement of expenses twice), bridge funds must be acquired to undertake this project

Ken recommended acquiring a line of credit from a local bank as opposed to going with a term loan. A Request for Proposals will need to be written to local banks to do this. Bill also recommended this option. Discussion will occur with MARC's solicitor regarding this option before approval of the Request for Proposals is issued.

Tyler asked if all work must be completed by October 2. Bob stated that it did to utilize the grant funds from the Williams Transco Pipeline.

Grant opportunities through First Community Foundation Partnership

An update was given about the First Community Foundation Partnership's Centennial Grant and another grant that Bob had done research on. Unfortunately, Bob does not feel that MARC can receive these grants because our organization does not have 501(c)(3) status and operation/maintenance costs are not eligible.

Tyler suggested utilizing the Susquehanna Greenway to apply for the grants and just using any funds to pay for educational programming. Bob stated that the Greenway is going to be applying for their own grants through some of these opportunities so it would likely be difficult for MARC to apply utilizing their services.

Bob stated that the PPL Foundation potentially has grants that could be explored.

Other Items:

North Branch Canal Trail bridge engineering and earthwork/culvert

Bob stated that he had met with representatives of the North Shore Rail Road and the SEDA-COG Joint Rail Authority about utilizing their rail lines to bring in materials and supplies to NBCT work. This should be a resource that MARC will be able to utilize.

Bob had a meeting with DEP, Brinkash and Associates, and the local conservation districts regarding changing a bridge to a culvert and still meet necessary environmental requirements. This is a possibility if it is engineered correctly. This change could save approximately \$30,000.

DEP also stated that MARC has permitting done for a separate bridge. Bob stated that he has a DCNR shovel ready plan that could be utilized and could go right to construction.

Another location will be a ford crossing as opposed to a bridge which will save \$40,000 to \$50,000.

Trail clearing needs to be done at the campground that was previously contested with MARC and the previous Montour County Commissioners.

Based on the revised needs for this project, the proposal submitted by Brinkash and Associates will only cost \$4,350. This will not require MARC to have to draft a Request for Proposals due to the low price.

Motion made by Bill Lavage to accept the proposal from Brinkash and Associates for work on the NBCT; seconded by Frank Dombroski; approved unanimously.

MARC 'Vision for Promoting Outdoor Recreation in Montour County' presentation

The new Montour County Commissioners asked for a presentation of the new needs/goals/etc. for MARC in 2016 and past projects. Bob provided a PowerPoint slideshow of the presentation that he reviewed with them. Bob did not do the presentation again but did go over the goals for 2016. The board did not have any additional comments. Bob suggested the board consider any additional comments for next month's meeting.

Humdinger setup volunteers needed

Bob requested that any available volunteers help out at the Humdinger race. A reminder email will be sent out.

Montour Preserve maple sugaring volunteers needed

Bob requested that any available volunteers help out at the maple sugaring educational programs at the Preserve. A reminder email will be sent out.

Adjournment:

Dave Walker made a motion to adjourn at 8:38 pm; seconded by Mike Mills; carried unanimously.