

## November 19, 2018 Regular Meeting Minutes

7:00pm - DRIVE conference room, 17 Woodbine Ln, Suite 103, Danville, PA 17821

### MEETING ATTENDEES:

#### **MARC BOARD MEMBERS**

Frank Dombroski, Tyler Dombroski, Heather Good, Commissioner Dan Hartman, Mike Mills, Dr. Dan Rogers and Joe Ward

#### **MARC STAFF**

Bob Stoudt

#### **PUBLIC**

Casey Mills, Connor Mills and Wayne Kashner

### **CALL TO ORDER**

Chairperson Mike Mills called the meeting to order at 7:01pm.

### **OFFICER REPORTS**

#### • **Chairperson's Report**

- Chairperson Mills noted the reappointments of himself and Heather Good to MARC's board as Montour County residents. Their terms of office will now continue through November 12, 2021.
- Chairperson Mills noted that Joe Ward will be concluding his service on MARC's Board at the end of his term of office on February 11, 2019. Chairperson Mills noted that Mr. Ward has served two terms of office, beginning his service on MARC's Board on February 11, 2013. Chairperson Mills thanked Mr. Ward for his six years of service and the many hours spent volunteering at races and during trail construction and maintenance.
  - Chairperson Mills noted that Stoudt and the Montour County Commissioners have spoken with an individual who had previously expressed an interest in serving on MARC's Board as a possible candidate to fill the seat to be vacated. Stoudt anticipates having a new candidate confirmed by February 2019.

#### • **Treasurer's Report**

- Assistant Treasurer Mills noted the reports provided in the meeting agenda packet. Note was made of MARC's unrestricted funding balance of \$9,857 and the year-to-date budget information. Mills and Stoudt remain optimistic that MARC will end 2018 with approximately \$5,000 in unrestricted funding in its account. Motion by Frank Dombroski to approve the Treasurer's report, 2<sup>nd</sup> by Commissioner Hartman; motion approved unanimously.

#### • **Secretary's Report**

- In the absence of Secretary Chris Johns, Chairperson Mills noted the October minutes as distributed. No concerns or corrections were noted. Motion by Commissioner Hartman to approve the Secretary's report, 2<sup>nd</sup> by Dr. Rogers; motion approved unanimously.

## **PARTNER REPORTS**

### **• Washingtonville Borough**

- Tyler Dombroski reported that planning is underway for Washingtonville's 2019 Community Beautification Day. An organizing group will likely meet in January to begin planning.
- Frank Dombroski reported that the annual Jane E. DeLong Memorial Hall Christmas Party is scheduled for Sunday, December 9, from 1pm – 4pm. Caroling will begin at 2pm and Santa is scheduled to arrive at 3pm.
- Frank Dombroski also reported that the Young Artists' Theatre Project will be performing 'The Best Christmas Pageant Ever' at the Jane E. DeLong Memorial Hall at the following dates and times:
  - Friday, November 30 at 7pm
  - Saturday, December 1 at 3pm
  - Saturday, December 1 at 7pm
  - Sunday, December 2 at 3pm

### **• Danville Borough**

- Stoudt reported that Dr. Rogers' reappointment to MARC is in process, expected to be completed in December. Dr. Rogers was appointed in February 2018 to serve the remainder of Greg Kovalick's unexpired term of office. Dr. Rogers has agreed to be appointed to a full three-year term.

### **• Riverside Borough**

- Stoudt reported that work on the signage at the Riverside river access is postponed indefinitely until weather conditions allow safe work.
- Stoudt also reported that Dr. Victor Marks had notified MARC of his intent to conclude his service on MARC's Board when his term of office expires on February 8, 2019. Stoudt will work with MARC Board members and the Borough of Riverside to seek interested candidates willing to fill the seat. Chairperson Mills expressed his gratitude for Dr. Marks' service; Stoudt and other board members shared similar sentiments.

### **• Montour County**

- Commissioner Hartman asked about the status of the ballfield fencing for the Hess Recreation Area, to be donated by DRIVE from a property under DRIVE's management. Stoudt reported that the fencing project was to be completed by the Danville Lady Railers organization, but that the status of the project was unknown because of recent leadership changes in the Danville Lady Railers' organization.

### **• Danville Area School District**

- Stoudt reported that Chris Johns has been reappointed to MARC for another three-year term. Mr. Johns' term of office will now expire on November 13, 2021. Stoudt and Chairperson Mills expressed their gratitude for Mr. Johns' continued support.

**PUBLIC COMMENT**

No public comment

**ASSISTANT DIRECTOR’S REPORT (Jon Beam)**

Report provided in meeting agenda packet

**MAINTENANCE TECHNICIAN’S REPORT (Dennis Piatt)**

Report provided in meeting agenda packet

**DIRECTOR’S REPORT (Bob Stoudt)**

Stoudt briefly noted portions of the Director’s report in the meeting agenda packet. In particular, Stoudt noted:

- Winterization work has been completed at the Montour Preserve. Stoudt thanked volunteers Gary Griffith, Doug Fought and Randy Huff for their significant assistance.
- MARC has received engineering recommendations for the repair of the Montour Preserve visitors’ center roof. Stoudt and Piatt will work with Chairperson Mills to determine how best to proceed with repairs, anticipated in January 2019.
- Stoudt has been invited to attend the 2018 Recreation and Conservation Leadership Summit in State College on December 5 and 6, hosted by PA DCNR and the PA Recreation and Park Society.

**OLD BUSINESS**

• **2019 Lawn Care Bid Opening**

One bid was received from Big Pop’s Mowing (Joel Rogers) for MARC’s 2019 Lawn Care contract. The bid was opened by Chairperson Mills and read aloud. Bid amounts were:

2019 MARC LAWN CARE BID SUBMISSIONS	
BIDDER NAME	Big Pop's Mowing
SITE 1 (HESS RECREATION AREA)	\$ 6,666.00
SITE 2 (HOPEWELL PARK)	\$ 1,360.00
SITE 3 (RIVER DRIVE TRAILHEAD)	\$ 1,500.00
SITE 4 (LEGION ROAD PARCEL)	\$ 600.00
SITE 5 (NORTH BRANCH CANAL TRAIL)	\$ 2,250.00
SITE 6 (MONTOUR PRESERVE)	\$ 22,800.00
TOTAL SITES 1 - 7	\$ 35,176.00

Motion by Commissioner Hartman to approve the awarding of the 2019 Lawn Care contract to Big Pop’s Mowing, subject to verification of required documentation, 2<sup>nd</sup> by Dr. Rogers; motion approved unanimously.

- **Development Advisory Committee Appointments**

Stoudt read aloud statements of interest received from MARC Board members and community members willing to serve on the newly created Development Advisory Committee. After discussion of the relative merits of interested candidates, a motion was made by Frank Dombroski to appoint the following individuals to the committee: Dr. Victor Marks (MARC Board member), Dr. Kendra Boell (MARC Board member), Dr. Dan Rogers (MARC Board member), Michael Smith (community member) and Michele Richards (community member). Stoudt will serve as an ex-officio member of the committee. The motion was seconded by Commissioner Hartman; motion approved unanimously.

Chairperson Mills noted that additions and changes to the committee may be made at MARC's discretion at future dates. Stoudt will contact the appointed individuals to establish a date, time and location for the committee's first meeting, anticipated in January 2019.

## **NEW BUSINESS**

- **2019 DCED Montour Preserve Grant Application**

Stoudt reported that MARC has been advised that it may receive \$100,000 in grant funding from the PA Department of Community and Economic Development (PA DCED) in 2019 to support the Montour Preserve. This grant funding would be in addition to the anticipated grant funding from the PA Department of Conservation of Natural Resources (PA DCNR). Stoudt must compile the required grant application information and submit the application at the earliest opportunity.

Motion by Tyler Dombroski to allow Stoudt to submit the required grant application, 2<sup>nd</sup> by Dr. Rogers; motion approved unanimously.

- **2019 Meeting Schedule**

Following MARC's current practice of meeting on the 4<sup>th</sup> Monday of each month, excluding July (and December on occasion), Stoudt proposed the following meeting schedule for 2019:

- January 28
- February 25
- March 25
- April 29 (later to avoid Easter weekend)
- May 20 (early to avoid Memorial Day)
- June 24
- NO JULY MEETING
- August 26
- September 23
- October 28
- November 25
- NO DECEMBER MEETING

All meetings would begin at 7:00pm in the DRIVE conference room, 17 Woodbine Lane, Suite 103, Danville, PA 17821.

Motion by Commissioner Hartman to approve the 2019 meeting schedule as proposed, 2<sup>nd</sup> by Tyler Dombroski; motion approved unanimously.

Stoudt will post the meeting schedule to MARC's website and Facebook page and will advertise in local newspapers as required.

- **2019 Budget**

Stoudt presented a detailed review of the proposed 2019 budget as distributed in the meeting agenda packet. Stoudt explained the proposed 2019 budget as compared to the current 2018 budget and answered questions about individual line items. The 2019 budget is proposed to balance with \$326,000 in both income and expenses, conditional upon MARC securing \$33,000 in unrestricted donations.

Tyler Dombroski expressed significant concern regarding MARC's ability to again secure such a significant amount of unrestricted donations and reiterated his concern about MARC's operating loss at the Hess Recreation Area and in general. Board members shared Mr. Dombroski's concerns and questioned whether MARC could further reduce its expenses at the Hess Recreation Area. Stoudt explained that MARC remains bound by its lease agreement with the Borough of Danville to operate and maintain the site and struggles to generate income from site users (at the Hess Recreation Area and other managed sites).

After a lengthy discussion of MARC's organizational structure and operations, as well as a discussion of how other regional recreation groups were funded, it was agreed that MARC's funding strategy is inadequate and undesirable, but no viable alternative has yet been found. Board members expressed hope that the newly formed Development Advisory Committee might formulate strategies to address the chronic funding shortfall. Board members also reiterated that MARC does not have the legal authority to borrow money to fund its operations (and should not do so even if it had the ability) and will have no choice but to cease operations in the event that donations cannot be found to make up the funding shortfall.

Motion by Commissioner Hartman to approve the 2019 budget as proposed in the meeting agenda packet, 2<sup>nd</sup> by Tyler Dombroski; motion approved unanimously.

- **December Meeting Cancellation**

Chairperson Mills reported that MARC had completed its required year-end business items and should not need to meet in December. As a result, Chairperson Mills recommended the cancellation of the December meeting.

Motion by Tyler Dombroski to cancel MARC's regularly scheduled December meeting, 2<sup>nd</sup> by Frank Dombroski; motion approved unanimously.

## **OTHER ITEMS**

- **MARC Holiday Gathering**

Stoudt reported that he is organizing a year-end gathering of MARC staff, board members, volunteers and supporters to thank all involved for their support of MARC's operations. The event is scheduled for 6pm – 8pm on Wednesday, January 9, 2019 at the Montour Preserve's Environmental Education Center auditorium. Stoudt will distribute invitations in late November or early December.

Stoudt advised the board that no MARC funds will be used for the event and that all food and other items will be donated by MARC supporters.

**ADJOURNMENT**

The meeting was adjourned at 8:50pm by Chairperson Mike Mills.

Respectfully submitted,



Robert Stoudt  
Director / Acting Secretary