



PO Box 456, Danville, PA 17821 | (570) 336-2060 | RStoudt@MontourRec.com

## **September 23, 2019 Regular Meeting Minutes**

7:00pm – DRIVE conference room, 17 Woodbine Lane, Danville, PA 17821

### **MEETING ATTENDEES**

#### **MARC BOARD MEMBERS**

Dr. Kendra Boell, Dr. John Bulger, Frank Dombroski, Heather Good, Bill Lavage, Mike Mills, Kyle Postupack, Dr. Dan Rogers

#### **MARC STAFF**

Bob Stoudt

#### **PUBLIC**

Wayne Kashner

#### **MEDIA**

Karen Blackledge (Danville News / Daily Item), Geri Gibbons (Press Enterprise)

### **CALL TO ORDER**

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

### **PUBLIC COMMENT**

No public comment.

### **OFFICER REPORTS**

#### **CHAIRMAN'S REPORT**

Chairman Mills had no new updates to report.

#### **TREASURER'S REPORT**

In the absence of Treasurer Tyler Dombroski, Chairman/Assistant Treasurer Mills briefly reviewed the reports provided in the meeting agenda packet.

*Motion to approve the August 2019 accountant's reports: Dr. John Bulger*

*Second: Dr. Kendra Boell*

*Motion passed unanimously*

#### **SECRETARY'S REPORT**

In the absence of Secretary Chris Johns, Chairman Mills called the group's attention to the minutes of the August 26 meeting as distributed with the meeting agenda packet. No concerns or edits were noted.

*Motion to approve the August 26, 2019 meeting minutes as presented: Bill Lavage*

*Second: Frank Dombroski*

*Motion passed unanimously*

## **PARTNER REPORTS**

### **WASHINGTONVILLE BOROUGH**

Stoudt provided an update regarding the creation of a new Washingtonville Revitalization pass-through fund at the Central Susquehanna Community Foundation (CSCF) and an application for a small games of chance license as discussed at the August 26 meeting. Stoudt reported that he and Tyler Dombroski had drafted a proposed agreement for consideration and editing by the CSCF. Stoudt expects to have an agreement ready for MARC Board action at the October 28 meeting.

Stoudt reported that he had contacted the Montour County Treasurer's office and the PA State Police to determine whether MARC was eligible to apply for and receive a small games of chance license, even if it was not a 501(c)(3) entity. Both offices advised Stoudt that MARC would be eligible for such a license. As a result, Stoudt advised the group that he would later in the meeting, under new business, request approval to formally apply for a small games of chance license.

### **DANVILLE BOROUGH**

Dr. Dan Rogers had no new updates to report.

### **RIVERSIDE BOROUGH**

Bill Lavage and Kyle Postupack had no new updates to report.

### **MONTOUR COUNTY**

No new updates to report.

### **DANVILLE AREA SCHOOL DISTRICT**

No representatives present; no report.

## **ASSISTANT DIRECTOR'S REPORT**

Report provided in meeting agenda packet.

## **MAINTENANCE TECHNICIAN'S REPORT**

Report provided in meeting agenda packet.

## **DIRECTOR'S REPORT**

Stoudt directed attendees' attention to the report provided in the meeting agenda packet. Stoudt noted the significant amount of volunteer work provided by Girl Scout Troop 60089 at the Montour Preserve in recent weeks, building four new benches and two turtle basking platforms and repainting most of the picnic tables in the Heron Cove picnic area. Stoudt thanked the troops Scouts, leaders and volunteers for their help.

Stoudt reported that Villager Realty, Inc. had recently conducted a fundraiser for the Montour Preserve and had provided to MARC a donation of \$1,000. Stoudt thanked the Villager Realty staff and supporters for their significant support.

Stoudt reported that he and Chairman Mills had met with representatives of Menco Mechanical to work out a solution to the Montour Preserve HVAC installation challenges. As noted on meeting agenda pages 21 – 26, Menco Mechanical proposed to acquire and install phase converters for the two systems in need of such changes at a cost of \$18,557.76. It was also proposed to delete load balancing from the contract because no changes to the buildings' duct work will be required, resulting in a cost savings of \$2,873.71. The combined changes will result in a final contract cost to MARC of \$59,984.05.

Stoudt reported that roughly ten volunteers from Service 1<sup>st</sup> had worked at the Montour Preserve on September 23 to help spread playground mulch in the children's play areas in both the Goose Cove and Heron Cove picnic areas. Stoudt thanked the volunteers and Service 1<sup>st</sup> for their ongoing support.

## **OLD BUSINESS**

### **Operation of the Montour Preserve beyond 2020**

Stoudt reported that possible funding options were still under consideration that might allow MARC to continue to operate the Montour Preserve and all other properties under MARC management in 2020 and beyond. Stoudt anticipates an announcement to be made after the Montour County Commissioners meeting on September 24. Stoudt again expressed confidence that a workable solution would be found and asked that the operation of the Montour Preserve beyond September 30, 2020 be tabled until next month's meeting to allow time to find a possible long-term solution.

*Chairman Mills again tabled the discussion until the October 28 meeting.*

## **NEW BUSINESS**

### **Small Games of Chance license application**

As discussed during the Washingtonville Borough partner report, Stoudt reported that he had contacted the Montour County Treasurer's office and the PA State Police to determine whether MARC was eligible to apply for and receive a small games of chance license, even if it was not a 501(c)(3) entity. Both offices advised Stoudt that MARC would be eligible for such a license. Stoudt reported that the license would cost \$125/year and must be renewed on an annual basis, along with required reporting and recordkeeping.

As a result, Stoudt requested approval to apply for a Small Games of Chance License for MARC. Stoudt advised that he would secure donations to pay for the application fee so that MARC would incur no expense for the application.

*Motion to approve MARC's application for a Small Games of Chance license: Bill Lavage*

*Second: Frank Dombroski*

*Motion passed unanimously*

### **Mower deck purchase**

As first reported during MARC's August 26 meeting, Stoudt reported that MARC has been renting a front-mounted mower from Hoover Tractor for use on MARC's tractor for trail clearing and related work. Stoudt reported that the device has resulted in greatly improved efficiency and recommends the purchase of the unit for maintenance at the Montour Preserve and other MARC-operated properties. As documented on pages 27 – 31 of the meeting agenda packet, the cost to purchase the Trailblazer TB-One mower deck would be \$2,532.87.

*Motion to approve MARC's purchase of the Trailblazer TB-One mower deck from Hoover Tractor for*

*\$2,532.87: Frank Dombroski*

*Second: Kyle Postupack*

*Motion passed unanimously*

### **Montour Preserve Visitors' Center parking lot lighting repair**

Stoudt reported that he and Dennis Piatt had investigated and attempted to repair multiple problems with the light posts around the Montour Preserve's Visitors' Center and Environmental Education Center parking lot. As documented on pages 32 – 34 of the meeting agenda packet, ten light posts are in need of bulb changes and at least one, perhaps three, posts need electrical wiring repairs. Stoudt and Piatt do not have the skills, nor the equipment, required to make the repairs. As a result, Stoudt contacted Williamsport Electric, the firm that originally installed the equipment, for a quote to make the necessary repairs. As documented in the meeting agenda packet, the cost would be \$3,851.00, with the understanding that additional costs might be incurred if it is discovered that photocells or fixture ballasts must be replaced. Stoudt requested approval to hire Williamsport Electric to make the necessary repairs as documented.

*Motion to hire Williamsport Electric to repair the Montour Preserve Visitors' Center / Environmental Education Center parking lot lighting for \$3,851.00, with the understanding that additional costs will be incurred if photocells and/or fixture ballasts must be replaced: Dr. John Bulger*

*Second: Heather Good*

*Motion passed unanimously*

### **Stoudt expense report**

Stoudt submitted an expense report in the amount of \$2,584.89, including \$172.33 for Montour Preserve internet service from HughesNet and \$2,412.56 for 68yds<sup>3</sup> of playground mulch from Bur-St Landscaping Supply.

*Motion to approve payment to Stoudt in the amount of \$2,584.89 for the documented expenses: Dr. Kendra Boell*

*Second: Frank Dombroski*

*Motion passed unanimously*

### **OTHER ITEMS**

#### **'Preserve the Preserve' Fundraiser**

Stoudt reported that Resurrection Movement Studio and Hawkins Chevrolet will be hosting a 'Preserve the Preserve' fundraiser at Hawkins Chevrolet on Saturday, October 26. Additional local businesses will be participating in the event. Stoudt will plan to attend the event. Additional information is available online at <https://www.facebook.com/events/2428569000513733/>

### **ADJOURNMENT**

Chairman Mills adjourned the meeting at 7:38pm.

Respectfully submitted,



Bob Stoudt

MARC Director / acting secretary

*Next meeting: October 28, 2019*