

## **April 27, 2020 Meeting Minutes**

### **7:00pm**

*NOTE: This meeting was conducted through the Zoom meeting platform due to COVID-19 restrictions. No in-person meeting was held.*

### **MEETING ATTENDEES**

#### **MARC BOARD MEMBERS**

Mike Mills, Tyler Dombroski, Heather Good, Commissioner Dan Hartman, Dr. Kendra Boell, Chris Johns, Kyle Postupack, Bill Lavage, Dr. John Bulger

#### **MARC STAFF**

Bob Stoudt

#### **PUBLIC**

Otto Kurecian (Columbia-Montour Visitors Bureau), Wayne Kashner, Ralph and Kathleen Schumacher

#### **MEDIA**

Joe Sylvester (Danville News / Daily Item)

### **CALL TO ORDER**

Meeting called to order at 7:00pm by Chairman Mills.

### **PUBLIC COMMENT**

Stoudt read aloud comments emailed by Ralph and Kathleen Schumacher regarding the planned Schumacher Rugby Football Classic event, planned for Saturday, May 23, 2020 (Memorial Day weekend) at the Hess Recreation Area. Mr. & Mrs. Schumacher questioned whether the site would be ready for use (because of recent vandalism incidents) in the event that governmental restrictions would allow the event to occur as planned. Stoudt will reply by email to Mr. & Mrs. Schumacher that MARC anticipates the site turf repairs will be completed in time for the event to occur, but cannot know whether group events will be allowed at that time.

### **OFFICER REPORT**

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

Chairman Mills thanked the meeting participants for attending the meeting through the Zoom platform.

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

Treasurer Tyler Dombroski reviewed the reports provided in the meeting agenda packet. He noted that with the COVID-19 pandemic, there would likely be a budget shortfall for 2020. Stoudt will provide more detail later in the meeting. Treasurer Dombroski noted that the regular reports from Susan Shultz, CPA, were not ready in time for the meeting.

*Motion to approve the Treasurer's Report: Commissioner Dan Hartman*

*Second: Dr. Kendra Boell*

*Motion passed unanimously*

## **SECRETARY'S REPORT**

Chairman Mills called the group's attention to the minutes of the February 24 meeting as distributed with the meeting agenda packet (no meeting in March to approve minutes due to the COVID-19 pandemic).

*Motion to approve the February 24, 2020 meeting minutes as presented: Tyler Dombroski*

*Second: Dr. Kendra Boell*

*Motion passed unanimously*

## **PARTNER REPORTS**

### **WASHINGTONVILLE BOROUGH**

Tyler Dombroski reviewed the status of the borough and mentioned the upcoming 150<sup>th</sup> anniversary activities. The event will be postponed or cancelled in light of the COVID-19 pandemic situation.

### **DANVILLE BOROUGH**

Stoudt updated the board that he has been in contact with Shannon Berkey and Rebecca Dressler in order to further the possibility that there could still be a match for the DCNR grant that would provide a handicapped-accessible, crushed-gravel trail from Grant St. to the Danville Soccer Park portion of the Danville Borough Trail that runs along the Susquehanna River in Montour County. There are several variables with this possibility and that there should be updates over the next few meetings. Stoudt also relayed that there has been another (3<sup>rd</sup>) incident of field damage at Hess Field.

### **RIVERSIDE BOROUGH**

Bill Lavage noted that he has been in contact with Debbie Bausch and they have communicated about some research that has been done into the Riverside Historic Trail markers. Debbie has tracked down some more information about this having been an Eagle Scout project by Mike Bernath in 1991. The board discussed the interest in further exploration into what this could look like in the future (virtual or otherwise).

### **MONTOUR COUNTY**

Commissioner Dan Hartman had nothing new to report.

### **DANVILLE AREA SCHOOL DISTRICT**

Chris Johns reported that school buildings will be closed for the remainder of the 2019-20 school term.

## **ASSISTANT DIRECTOR'S REPORT**

Report provided in meeting agenda packet. Stoudt also noted that Jon has been posting "Nature Notes" to the Facebook page. This has been positive and well-received by the public.

## **MAINTENANCE TECHNICIAN'S REPORT**

Report provided in meeting agenda packet. Stoudt also noted that Denny has begun working several hours per week while wearing a mask, practicing social distancing, and working on the tractor.

## **DIRECTOR'S REPORT**

Stoudt called attention to several items of note in the Director's report provided in the meeting agenda packet. Stoudt noted the DCNR Montour Preserve grant had been fully closed out and the final reimbursement of \$30,000 had been received. Stoudt noted recent incidents of vandalism at the Hess Recreation Area and thanked several volunteers for their assistance at the site. Stoudt noted that hotel stays in Montour County (and elsewhere) were down dramatically because of the COVID-19 crisis and he is anticipating a significant budget shortfall as a result of the reduced corresponding hotel tax revenues. A proposed revised budget will be considered during this meeting. Stoudt noted MARC's various responses to the COVID-19 crisis and updated the group on the status of each managed site and special event.

## **OLD BUSINESS**

No old business to conduct.

## **NEW BUSINESS**

### **APPROVAL OF STOUTD EXPENSE REPORT**

Stoudt reviewed the expense report provided with the meeting agenda packet. Stoudt detailed the submitted expenses, totaling \$3,566.03. Expenses included items for the Humdinger Trail Races, the Montour Preserve pancake breakfast, office supplies, and park and trail maintenance.

*Motion to approve Stoudt's expense report as presented: Commissioner Dan Hartman*

*Second: Tyler Dombroski*

*Motion passed unanimously*

### **CANCELLATION OF MONTOUR 24 ENDURANCE RUNS AND CHILLI CHALLENGE ADVENTURE TRIATHLON**

Stoudt reported that he no longer believed the Montour 24 Endurance Runs (scheduled for June 26/27) or the Chilli Challenge Adventure Triathlon (scheduled for October 10) could be conducted safely or profitably. COVID-19 concerns have reduced new race registrations (for the Montour 24; registration not yet open for the Chilli Challenge) to near zero and registered participants were beginning to seek refunds. Stoudt recommended the cancellation of both events and the full refund of race registration fees.

*Motion to approve: Tyler Dombroski*

*Second: Bill Lavage*

*Motion passed unanimously*

## **2020 BUDGET REVISION**

Stoudt reviewed the various implications of the COVID-19 crisis for MARC's budget, including reduced pavilion rentals and field user fees, reduced donations, event cancellations, anticipated reductions in hotel tax income, and others. Stoudt has identified \$28,000 in cost savings that could be made at the Montour Preserve by cancelling planned projects and purchases. Additional cost savings at other sites were identified, including the cancellation of the Montour 24 Endurance Runs and the Chilli Challenge, for a combined proposed cut of \$53,549. Stoudt's proposed budget reflected a corresponding reduction in anticipated income, resulting in a planned year-end balanced budget of \$222,251.

During the group discussion, Otto Kurecian, Executive Director of the Columbia-Montour Visitors Bureau, updated the group on the latest information regarding the travel and tourism industry and the predicted implications for Montour County Hotel Tax revenues. Though hotel stays during the January through early March time frame were unaffected by the crisis, Kurecian cautioned the group that Stoudt's proposed revised budget of \$45,000 for Montour County Hotel Tax revenues would likely be overly optimistic and recommended a further reduction to \$35,000 - \$40,000.

It was recommended that Stoudt revise the budgeted Montour County Hotel Tax revenues downward. It was also recommended that Stoudt similarly revised the budgeted 'other income' line item downward.

Stoudt will make additional revisions to the proposed budget and will provide an updated budget for consideration at the May 18 meeting.

The 2020 budget revision was tabled until the May 18 meeting.

## **OTHER ITEMS**

Stoudt reported that Mahoning Township has requested to join MARC. In order to do so, the governing body of each existing MARC member (Montour County, Washingtonville Borough, Riverside Borough, Danville Area School District, and Danville Borough) would need to approve an updated Intergovernmental Agreement of Cooperation to include Mahoning Township. Stoudt will provide each entity with the updated agreement for approval at the next meeting of their respective governing body and will attend meetings as needed to explain the process.

## **ADJOURNMENT**

Chairman Mills adjourned the meeting at 8:16pm.

Respectfully Submitted,

Chris Johns  
MARC Board Secretary