

November 23, 2020 Meeting Minutes

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

Chris Johns, Mike Mills, Tyler Dombroski, Dr. Kendra Boell, Frank Dombroski, Heather Good, Chadd Roadarmel, Commissioner Dan Hartman, Kyle Postupack, Dr. John Bulger, Larry Robertson

MARC STAFF

Bob Stoudt

PUBLIC

Otto Kurecian (Columbia-Montour Visitors Bureau), Kevin Romansik, Wayne Kashner, Jack Marks

MEDIA

Joe Sylvester (Daily Item), Geri Gibbons (Press-Enterprise)

CALL TO ORDER

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

PUBLIC COMMENT

No public comment

OFFICER REPORTS

CHAIRMAN'S REPORT

Chairman Mills recognized that this meeting is the last one for Bill Lavage with his term being completed and he will not be returning to the board. Chairman Mills also stated that he would not be seeking to serve as Chairman for the 2021 year. Stoudt then reviewed everyone's status as it relates to length of everyone's terms on the board.

TREASURER'S REPORT

Treasurer Tyler Dombroski reviewed the reports provided in the meeting agenda packet. Treasurer Dombroski noted several errors on the Statement of Financial Position report and recommended that report be tabled until corrections could be made. All other portions of the Treasurer's Report are believed to be accurate as reported.

Motion to approve the Treasurer's Report, excluding the Accountant's report: Frank Dombroski

Second: Commissioner Dan Hartman

Motion passed unanimously

SECRETARY'S REPORT

Secretary Johns called the group's attention to the minutes of the October 26, 2020 meeting as distributed with the meeting agenda packet.

Motion to approve the October 26, 2020 meeting minutes: Tyler Dombroski

Second: Dr. Kendra Boell

Motion passed unanimously

PARTNER REPORTS

WASHINGTONVILLE BOROUGH

Tyler noted that the Washingtonville Revitalization Committee is looking ahead to 2021, but nothing is definitive.

DANVILLE BOROUGH

No new updates

RIVERSIDE BOROUGH

Stoudt again noted that Bill Lavage will be leaving the board at the end of the year. The new river access sign has arrived and will be installed when Stoudt and Denny can safely do the work.

MONTOUR COUNTY

No new updates.

DANVILLE AREA SCHOOL DISTRICT

Other than all students currently attending virtually, there are no new updates.

MAHONING TOWNSHIP

No new updates.

ASSISTANT DIRECTOR'S REPORT

Report provided in the meeting agenda packet.

MAINTENANCE TECHNICIAN'S REPORT

Reports provided in the meeting agenda packet.

DIRECTOR'S REPORT

Report provided in meeting agenda packet.

OLD BUSINESS

No old business.

NEW BUSINESS

OPEN AND AWARD 2021 MARC LAWN CARE INVITATION TO BID

Stoudt reported that only one bid, from Big Pop's Mowing, was submitted for the 2021 lawn care contract. Stoudt opened the bid packet and reported the total bid price as \$47,771.00. The 2021 bid price reflects a 23% increase over the 2020 bid price of \$38,786.

2021 MARC LAWN CARE BIDS	
BIDDER NAME	Big Pop's Mowing
SITE 1 (HESS RECREATION AREA)	\$ 7,686.00
SITE 2 (HOPEWELL PARK)	\$ 1,700.00
SITE 3 (RIVER DRIVE TRAILHEAD)	\$ 1,500.00
SITE 4 (LEGION ROAD PARCEL)	\$ 600.00
SITE 5 (NORTH BRANCH CANAL TRAIL)	\$ 3,375.00
SITE 6 (MONTOUR PRESERVE)	\$ 32,910.00
TOTAL ALL SITES	\$ 47,771.00

Motion to approve awarding the 2021 MARC Lawn Care contract to Big Pop's Mowing, subject to verification of required credentials: Commissioner Dan Hartman

Second: Dr. Kendra Boell

Motion passed unanimously

2021 MEETING SCHEDULE

Stoudt presented a proposed meeting schedule for 2021 as distributed as page 34 of the meeting agenda packet. Stoudt proposes to continue meeting at 7:00pm on the 4th Monday of each month (except no meeting in July or December). The in-person meeting location will be moved to the Montour Preserve Environmental Education Center to allow for better distancing when in-person meetings can resume. Stoudt anticipates continuing to offer the Zoom meeting option for future meetings even when in-person meetings have resumed.

Motion to approve the 2021 meeting schedule as proposed: Dr. Kendra Boell

Second: Commissioner Dan Hartman

Motion passed unanimously

APPROVAL OF BILLS

Stoudt presented four bills for approval and payment as distributed as pages 31 – 33 of the meeting agenda packet. Bills to be paid include:

- \$660.51 to be reimbursed to Stoudt for payment of the 11/12/2020 invoice from Hoover Tractor (paid by Stoudt personal credit card)
- \$600.00 to Ron Reichenbach for milling and delivery of 120 3”x3” oak posts to be used for trail sign posts
- \$2,247.00 to Pannier for manufacture and delivery of two interpretive signs with bases for the Montour Preserve Fossil Pit and the J. Manley Robbins Trail at the Hess Recreation Area
- \$6,753.26 to 21st Century Signs for manufacture and delivery of 245 signs for the Montour Preserve, Hess Recreation Area, North Branch Canal Trail, and Hopewell Park
 - (*Motion: Frank Dombroski; Second: Dr. Kendra Boell; Motion passed unanimously*)

Motion to approve payment of bills: Dr. Kendra Boell

Second: Commissioner Dan Hartman

Motion passed unanimously

2021 MARC STAFF COMPENSATION

Stoudt presented a proposal, as distributed as page 35 - 46 of the meeting agenda packet, to make the following staff promotions and hourly pay rate increases, to take immediate effect:

- Jon Beam – promotion to Assistant Director / Naturalist, with a \$3/hour increase in compensation (new hourly rate to be \$23/hour)
- Dennis Piatt – promotion to Senior Park and Trail Maintenance Technician, with a \$3/hour increase in compensation (new hourly rate to be \$22/hour)
- Lesley Yeich – \$3/hour increase in compensation (new hourly rate to be \$18/hour)

After discussion, it was recommended that Stoudt receive a similar \$3/hour increase in compensation (new hourly rate to be \$25/hour)

Motion to approve the MARC staff promotions and hourly pay rate increases as proposed: Dr. John Bulger

Second: Dr. Kendra Boell

Third: Commissioner Dan Hartman and everyone else on the board of directors!

Motion passed unanimously

2021 BUDGET

Stoudt presented a proposed 2021 budget as distributed on pages 47 – 50 of the meeting agenda packet. Stoudt discussed the budgeting assumptions used to create the budget and noted that the proposed 2021 budget reflected a 3% increase over MARC’s currently adopted 2020 budget. The proposed 2021 budget is roughly 15% less than the originally adopted 2020 budget (pre-COVID-19).

Motion to approve the 2021 MARC budget as presented: Tyler Dombroski

Second: Commissioner Dan Hartman

Motion passed unanimously

OTHER ITEMS

No other items for discussion.

Stoudt reminded attendees that MARC will not meet in December. The next meeting will be held Monday, January 25, 2021, likely through the Zoom platform.

ADJOURNMENT

Chairman Mills adjourned the meeting at 8:02pm.

Respectfully Submitted,

Chris Johns
Secretary