

## **February 28, 2022 Meeting Minutes**

Montour Preserve Environmental Education Center, 374 Preserve Rd, Danville, PA 17821  
and online through Zoom

### **MEETING ATTENDEES**

#### **MARC BOARD MEMBERS (in person)**

Chadd Roadarmel, Chris Johns, Frank Dombroski, Tyler Dombroski, Tami Gabrielson, Brett Johnson, Kristin Mikita, Elizabeth Rake

#### **MARC BOARD MEMBERS (online)**

Commissioner Dan Hartman, TS Scott, Dr. John Bulger, Larry Robertson, Kyle Postupack

#### **MARC STAFF**

Bob Stoudt (in person)

#### **PUBLIC (in person)**

None

#### **PUBLIC (online)**

Otto Kurecian (Columbia Montour Visitors Bureau), Julian Brehm (Lock Haven University Intern – approved at 2/28/22 board meeting), Jennifer Hunsinger, Wayne Kashner

#### **MEDIA (in person)**

None

#### **MEDIA (online)**

Geri Gibbons (Press Enterprise), Joe Sylvester (Daily Item / Danville News)

### **CALL TO ORDER**

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

### **PUBLIC COMMENT**

No public comment

### **OFFICER REPORTS**

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

Tyler noted that there was nothing out of the ordinary to report.

## **TREASURER'S REPORT**

Dr. Bulger referred to the Treasurer's Report as provided on pages 2 – 17 of the meeting agenda packet. Stoudt called the group's attention to the February 18 receipt of \$37,530.95 in Montour County Hotel Tax grant funding from the Q4 2021 period. Stoudt also noted the February 11 receipt of Geisinger's annual \$25,000 contribution (year 3 of 5). Stoudt thanked the Columbia Montour Visitors Bureau, Montour County Commissioners, and Geisinger for their ongoing support of MARC's operations.

*Motion to approve the Treasurer's Report: TS Scott*

*Second: Frank Dombroski*

*Motion passed unanimously*

## **SECRETARY'S REPORT**

Secretary Johns called the group's attention to the minutes of the January 24, 2022 meeting as distributed with the meeting agenda packet.

*Motion to approve the January 24, 2022 meeting minutes: Beth Rake*

*Second: Chadd Roadarmel*

*Motion passed unanimously*

## **PARTNER REPORTS**

### **WASHINGTONVILLE BOROUGH**

Nothing new to report.

### **DANVILLE BOROUGH**

Nothing new to report.

### **RIVERSIDE BOROUGH**

Nothing new to report.

### **MONTOUR COUNTY**

Nothing new to report.

### **DANVILLE AREA SCHOOL DISTRICT**

Chris Johns noted the district is working to provide some volunteer support for the upcoming Humdinger trail races scheduled for March 5, 2022.

### **MAHONING TOWNSHIP**

TS Scott stated that he was reluctantly submitting his resignation as a Mahoning Township representative to MARC. Mr. Scott stated that he needed to take a step back and turn over some of his responsibilities involved with being a supervisor as well as some personal commitments. He will continue in the role until the position is filled. This may be filled by a resident. TS had nothing but positive comments for members of the MARC board, as well as level of professionalism and commitment of Bob Stoudt.

Tyler Dombroski and Stoudt thanked Mr. Scott for his service to both MARC and Mahoning Township and wished the best to both Mr. Scott and his family.

## **ASSISTANT DIRECTOR'S REPORT**

Report provided on page 18 of the meeting agenda packet.

## **MAINTENANCE TECHNICIAN'S REPORT**

Report provided on page 18 of the meeting agenda packet.

## **DIRECTOR'S REPORT**

Report provided on pages 19 - 39 of the meeting agenda packet.

Stoudt reminded the group of the need to complete and return the State Ethics Commission Statement of Financial Interests forms provided to each member. MARC staff and employees are required to annually complete and file these forms. Stoudt asked each member to complete the forms at their earliest opportunity and return them to him when complete.

Stoudt called the group's attention to the completion of the Montour County audit, as documented on page 30 of the meeting agenda packet.

## **OLD BUSINESS**

No old business.

## **NEW BUSINESS**

### **DIRTY GRIN MOUNTAIN BIKING FESTIVAL EVENT MANAGEMENT**

Stoudt requested approval for MARC to take over management of the Dirty Grin Mountain Biking Festival, scheduled for June 10 – 12, 2022. Stoudt noted that the event had been created in 2021 in part as a fundraising event for the North Branch Young Life organization, but staffing changes at the organization will mean Young Life cannot coordinate the event this year. Stoudt noted the event's importance to MARC's efforts to promote the Montour County region as a mountain biking destination and reported that volunteers and partnering organizations have pledged to support MARC's efforts if approved. Stoudt stressed the importance of sponsorships to offset anticipated costs to be incurred by MARC.

Chairman Dombroski expressed concerns with MARC taking on new, unbudgeted expenses. Stoudt was unable to provide an accurate accounting of anticipated revenues and expenses for the planned event, but pledged to have a draft budget available at MARC's March 28 meeting. Stoudt further pledged to secure enough sponsorships and other income to make the event at least a break-even proposition for MARC.

*Motion to approve hosting the Dirty Grin Mountain Biking Festival as a MARC event: Beth Rake*

*Second: Chadd Roadarmel*

*Motion passed unanimously*

## **MARC 2022 SPONSORSHIPS PACKAGE**

Stoudt called the group's attention to the draft MARC 2022 sponsorships package as presented on pages 40 – 41 of the meeting agenda packet. Stoudt noted the document was last updated in 2018 and had fallen out of usage during the COVID pandemic.

If approved, this document will be part of the package Stoudt presents to potential sponsors of the Dirty Grin Mountain Biking Festival and other upcoming MARC events.

*Motion to approve: Commission Dan Hartman*

*Second: Chadd Roadarmel*

*Motion passed unanimously*

## **SPRING SEMESTER INTERNSHIP**

As noted on page 29 of the meeting agenda packet, Stoudt recommends MARC bring aboard Lock Haven University Outdoor Recreation Management student Julian Brehm as an intern for the remainder of the spring semester from March 1 – May 6. Stoudt recommends a stipend of \$1,250 be paid to Brehm upon the successful completion of not less than 120 hours of internship experience with MARC.

Brehm, attending the meeting by Zoom, introduced himself to the group and thanked MARC for consideration of his application.

*Motion to approve Julian Brehm as an intern for the March 1 – May 6, 2022 time period, to be paid a stipend of \$1,250 upon the successful completion of the internship: Commissioner Dan Hartman*

*Second: Chris Johns*

*Motion passed unanimously*

## **DANVILLE COMMUNITY FOUNDATION GRANT APPLICATION**

As noted on page 29 of the meeting agenda packet, Stoudt requested approval to submit an application to the Community Giving Foundation – Danville's 2022 competitive grant round in the amount of \$15,000 to fund the purchase of a Polaris Sportsman 6x6 570 ATV for use in park and trail maintenance at all MARC-managed sites. Stoudt noted the Kioti tractor purchased in 2019 does an excellent job for MARC's needs, but it is too large to fit on most MARC-managed trails and too heavy to cross most trail bridges. The ATV would be able to be used on all MARC trails except those at the Hopewell Park / Danville Borough Farm site with excessively steep grades or excessively narrow widths. It would also be suitable for use by more MARC staff members.

*Motion to approve an application to the Community Giving Foundation – Danville's 2022 competitive grant round in the amount of \$15,000 to fund the purchase of a Polaris Sportsman 6x6 570 ATV: TS Scott*

*Second: Kristin Mikita*

*Motion passed unanimously*

## **BILLS TO PAY**

As documented on page 1 and pages 42 – 47 of the meeting agenda packet, Stoudt requested approval to pay the following expenses:

- Old Forge Brewing Company (Humdinger food) \$1,500
  - Brian Sokol Trucking (three truckloads stone for Montour Preserve) \$1,608.36
  - Stoudt expense reimbursement requests (pages 42 - 47)
    - \$597.05 – Wagner’s Trophies & Engraveables (Montour Preserve patches)
    - \$1,200.00 – Roloson Brothers (Montour Preserve maple sugaring evaporator pan)
    - \$770.00 – Wagner’s Trophies & Engraveables (Montour Preserve t-shirts)
    - \$589.50 – Wagner’s Trophies & Engraveables (Montour Preserve hats)
    - \$93.85 – Wagner’s Trophies & Engraveables (Humdinger awards)
    - \$1,053.00 – Wagner’s Trophies & Engraveables (Humdinger t-shirts)
- \$4,303.40 TOTAL reimbursement to Stoudt

*Motion to approve: Chris Johns*

*Second: Chadd Roadarmel*

*Motion passed unanimously*

## **OTHER ITEMS**

No other items for discussion.

## **ADJOURNMENT**

Chairman Dombroski adjourned the meeting at 7:37pm.

Next meeting: Monday, March 28, 2022 at the Montour Preserve Environmental Education Center and online through Zoom

Respectfully Submitted,

Chris Johns  
Secretary