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April 25, 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, Frank Dombroski, Tami Gabrielsen, Marlene Gunther

MARC BOARD MEMBERS (online)

Bill Byron, Tyler Dombroski, Kyle Postupack, Chris Johns

MARC STAFF

Bob Stoudt (in person); Craig Reinard (online)

PUBLIC (in person)

None

PUBLIC (online)

Wayne Kashner, Valentina Shevchenko (internship candidate), Julian Brehm (intern / internship candidate)

MEDIA (in person)

None

MEDIA (online)

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

CALL TO ORDER

Meeting called to order at 7:03pm by Chairman Tyler Dombroski.

PUBLIC COMMENT

None

OFFICER REPORTS

CHAIRMAN'S REPORT

Chairman Tyler Dombroski noted the recent passing of Mahoning Township Supervisor and MARC Board member Larry Robertson. Chairman Dombroski requested a moment of silence in memory of Mr. Robertson.

Chairman Dombroski recognized Marlene Gunther as Mahoning Township's newly appointed elected representative. Chairman Dombroski thanked Mrs. Gunther for her willingness to serve.

TREASURER'S REPORT

In the absence of Treasurer Dr. Bulger, Stoudt referred attendees to the Treasurer's Report as provided on pages 2 – 15 of the meeting agenda packet. Stoudt noted nothing out of the ordinary in the reports this month. McKonly & Asbury has completed MARC's 2021 audit, to be discussed later during the meeting.

Motion to approve the Treasurer's Report: Tami Gabrielsen

Second: Marlene Gunther

Motion passed unanimously

SECRETARY'S REPORT

In the absence of Secretary Johns (joined meeting online at beginning of discussion of new business), Chairman Dombroski called the group's attention to the minutes of the March 28, 2022 meeting as distributed with the meeting agenda packet. No concerns were noted.

Motion to approve the March 28, 2022 meeting minutes: Chadd Roadarmel

Second: Frank Dombroski

Motion passed unanimously

PARTNER REPORTS

WASHINGTONVILLE BOROUGH

Chairman Dombroski reported on tasks recently completed during the April 9 parks and trails cleanup event and on Sunday, April 24, and thanked MARC's staff and volunteers for their assistance. All but two recently purchased trees have now been planted and mulched.

DANVILLE BOROUGH

Chadd Roadarmel complimented the clean, well-maintained status of the Hess Recreation Area and other MARC-managed properties in and around Danville Borough. All trees which came down during the April 18 snow event have been cleared.

RIVERSIDE BOROUGH

Kyle Postupack noted that new mulch had been placed at the Riverside Borough Playground and that the site was well-maintained by Riverside Borough staff.

MONTOUR COUNTY

No report

DANVILLE AREA SCHOOL DISTRICT

No report

MAHONING TOWNSHIP

Bill Byron and Marlene Gunther noted nothing new to report.

ASSISTANT DIRECTOR / NATURALIST'S REPORT

Report provided on page 16 of the meeting agenda packet.

DIRECTOR'S REPORT

Report provided on pages 17 - 26 of the meeting agenda packet. Stoudt called the group's attention to the findings of the McKonly & Asbury audit as presented on pages 27 – 41 of the meeting agenda packet. Stoudt was pleased with the audit's findings and agreed with the recommendations provided in the audit. Stoudt will contact Susan Shultz to revise MARC's 2021 year-end accountant's reports to reflect the McKonly & Asbury recommendation regarding the allocation of the Giant – Healing the Planet Grant funds being held on behalf of Washingtonville Borough.

OLD BUSINESS

No old business.

NEW BUSINESS

REQUEST TO APPROVE SUMMER INTERNSHIPS

Stoudt requested approval to retain Julian Brehm from Lock Haven University for a summer internship. Mr. Brehm is currently serving as an intern for the spring semester. Mr. Brehm's current internship is for ten to fifteen hours per week for a nine-week period. The summer internship would be for forty hours per week for a twelve-week period.

Stoudt also requested approval to retain Valentina Shevchenko from Bloomsburg University for a summer internship. Ms. Shevchenko's summer internship would similarly be for forty hours per week for a twelve-week period.

Stoudt recommended a stipend of \$3,500 be paid to both students at the successful conclusion of their internships.

Chairman Dombroski asked about budget implications of the positions. Stoudt noted that he had worked 270 hours of overtime year-to-date and urgently needed extra help. Stoudt believes the two interns will provide the help that is needed, reducing Stoudt's overtime hours and, as a result, helping to save money.

Motion to approve summer internships for Julian Brehm and Valentina Shevchenko for forty hours per week for a twelve week period, with \$3,500 stipends for both students payable at the successful conclusion of their internships: Chris Johns

Second: Marlene Gunther

Motion passed unanimously

REQUEST TO APPROVE PERSONAL VEHICLE USE MILEAGE REIMBURSEMENT

Stoudt requested approval to begin reimbursing staff for personal vehicle use when required for MARC work. Reimbursement will be made on an as-requested basis as reviewed and approved by Stoudt (or by MARC's Chairperson or Treasurer if requested by Stoudt). Stoudt recommends setting MARC's reimbursement rate at the Internal Revenue Service's standard mileage rate, as may be adjusted annually. The rate currently in effect is \$0.585/mile.

Chairman Dombroski asked about budget implications for the change. Stoudt expects a minimal impact to MARC's budget, but believes the reimbursement will assist MARC with attracting and retaining staff. Chairman Dombroski agreed, believing the decision is overdue.

*Motion to approve reimbursing staff for personal vehicle use when required for MARC work, on an as-requested basis, at a per-mile rate as set annually by the Internal Revenue Service: Chadd Roadarmel
Second: Marlene Gunther
Motion passed unanimously*

OTHER ITEMS

No other items for discussion.

ADJOURNMENT

Chairman Dombroski adjourned the meeting at 7:28pm.

Next meeting: Monday, May 23, 2022 at the Montour Preserve Environmental Education Center and online through Zoom.

Respectfully Submitted,

Chadd Roadarmel / Robert Stoudt
Acting Secretary