

November 25, 2024 Meeting Minutes

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

MEETING ATTENDEES

MARC BOARD MEMBERS (online)

Tami Gabrielsen, Chris Johns, Kyle Postupack, and Chadd Roadarmel

MARC BOARD MEMBERS (in person)

Dr. John Bulger, Bill Byron, Frank Dombroski, Tyler Dombroski, Jeff Emanuel, Hide Horikoshi, Kristin Mikita, Mike Wert

MARC STAFF (online)

none

MARC STAFF (in person)

Bob Stoudt and Julian Brehm

PUBLIC (online)

Otto Kurecian (CMVB) and Joe Scopelliti (CMVB)

PUBLIC (in person)

Dave Decoteau

MEDIA (online)

Anna Weist (Daily Item/Danville News)

MEDIA (in person)

Drew Mumich (Press Enterprise)

CALL TO ORDER

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

PUBLIC COMMENT

No public comment.

OFFICER REPORTS

CHAIRMAN'S REPORT

Chairman Dombroski welcomed Jeff Emanuel as the new resident representative for Riverside Borough.

TREASURER’S REPORT

Dr. Bulger called attention to the Treasurer’s report, as provided as pages 2 – 18 of the meeting agenda packet. Dr. Bulger and Stoudt provided an overview of the recent activity and noted the 2025 budget would be reviewed for approval during this meeting.

Motion to approve the Treasurer’s Report: Frank Dombroski

Second: Bill Byron

Motion passed unanimously.

SECRETARY’S REPORT

Secretary Johns called attention to the minutes of the October 28, 2024 meeting, as distributed with the meeting agenda packet. No concerns were noted.

Motion to approve the October 28, 2024 meeting minutes: Dr. John Bulger

Second: Kristin Mikita

Motion passed unanimously.

PARTNER REPORTS

DANVILLE AREA SCHOOL DISTRICT

Chris Johns noted nothing new to report.

DANVILLE BOROUGH

Chadd Roadarmel reported the hunting season usage of the Danville Borough Farm property seemed to run smoothly with no known reports of conflicts.

Mike Wert noted the reconstruction of the Hess Recreation Area access road was completed for the season, with additional work expected in 2025.

MAHONING TOWNSHIP

Bill Byron and Hide Horikoshi noted nothing new to report.

MONTOUR COUNTY

No reports.

RIVERSIDE BOROUGH

Jeff Emanuel noted nothing new to report.

WASHINGTONVILLE BOROUGH

Chairman Dombroski noted the Borough will be having their annual holiday party on December 15 at the Jane E. DeLong Memorial Hall. He also noted the upcoming 250th anniversary of the borough. More details to follow in the coming months.

ASSISTANT DIRECTOR’S REPORT

Julian Brehm called attention to the Assistant Director’s Report as provided on page 19 of the meeting agenda packet.

DIRECTOR'S REPORT

Stoudt called attention to the Director's Report provided on pages 20 - 31 of the meeting agenda packet.

Stoudt thanked Hide Horikoshi and the Komotion Cares program for their recent donation of \$7,761.57 for MARC's general operating support.

OLD BUSINESS

No old business.

NEW BUSINESS

APPROVAL OF 2025 MEETING SCHEDULE

Stoudt presented the proposed 2025 meeting schedule as documented on page 32 of the meeting agenda packet. No concerns were noted.

Motion to approve the 2025 meeting schedule as presented: Dr. John Bulger

Second: Bill Byron

Motion passed unanimously.

APPROVAL OF 2024 AUDIT AGREEMENT WITH MCKONLY & ASBURY

Stoudt presented the proposed 2024 audit agreement with McKonly & Asbury as documented on pages 33 – 41 of the meeting agenda packet. Stoudt noted MARC has worked with the firm for several years and has maintained an excellent working relationship.

Motion to approve hiring McKonly & Asbury for MARC's 2024 audit: Bill Byron

Second: Dr. John Bulger

Motion passed unanimously.

APPROVAL OF GRANT OF FISHING AND BOATING ACCESS EASEMENT WITH WASHINGTONVILLE MUNICIPAL AUTHORITY

Stoudt presented a Grant of Fishing and Boating Access Easement to be entered into with the Washingtonville Municipal Authority to allow MARC to construct and maintain a hand-carry stream access point to the Chillisquaque Creek on land adjacent to the Mill Park Natural Area. Per the terms of the agreement, the Washingtonville Municipal Authority will allow free public access to the land and MARC will be responsible for the ongoing maintenance of the site.

Motion to approve: Dr. John Bulger

Second: Bill Byron

Motion passed unanimously, with abstention by Tyler Dombroski.

RENEWAL OF MONTOUR PRESERVE WATERCRAFT CONCESSION AGREEMENT WITH RIVERSIDE ADVENTURE COMPANY

Stoudt requested approval to renew the annual Montour Preserve Watercraft Concession Agreement with the Riverside Adventure Company. Stoudt noted that MARC has maintained an excellent working relationship with the organization and has found the concession operation to be a valuable addition to the offerings at the Montour Preserve.

Motion to approve: Bill Byron

Second: Kristin Mikita

Motion passed unanimously.

RECOMMENDATION TO MONTOUR COUNTY REGARDING AMERICAN RAMP COMPANY CONTRACT FOR HOPEWELL PARK PUMP TRACK CONSTRUCTION

Stoudt provided an update on the status of the Hopewell Park Pump Track project and discussed MARC's ongoing efforts to advance the project to construction. Stoudt has met with project partners and potential construction firms and is recommending that MARC request Montour County's consideration of the American Ramp Company for construction of the facility, subject to approval by DCNR and other project partners. Stoudt noted the American Ramp Company's participation in the Sourcewell pre-bid contract procurement program as a key advantage to allow the project to advance quickly to construction. Stoudt noted that MARC will not be entering into the agreement; rather, MARC would be making a recommendation to Montour County for the County's consideration and possible approval.

Motion to approve the recommendation of the American Ramp Company to the Montour County Commissioners for construction of the Hopewell Park Pump Track Project: Dr. John Bulger

Second: Frank Dombroski

Motion passed unanimously.

2025 BUDGET ADOPTION

Stoudt presented a detailed overview of the proposed MARC 2025 budget as provided with the meeting agenda packet. Stoudt discussed the various projects and detailed the proposed funding sources, expenses, and staff compensation rates.

Motion to approve the proposed MARC 2025 budget as provided with the meeting agenda packet: Dr. John Bulger

Second: Bill Byron

Motion passed unanimously.

APPROVAL OF 2025 STAFF COMPENSATION

Stoudt requested approval of the 2025 MARC staff compensation rates as provided with the meeting agenda packet.

Motion to approve: Dr. John Bulger

Second: Bill Byron

Motion passed unanimously.

APPROVAL OF 2025 STAFF COMPENSATION RATES FOR EXTERNAL CONTRACTS

Stoudt requested approval of the 2025 MARC staff compensation rates for external contracts as provided with the meeting agenda packet.

Motion to approve: Dr. John Bulger

Second: Bill Byron

Motion passed unanimously.

APPROVAL TO WITHDRAW FUNDS FROM COMMUNITY GIVING FOUNDATION AFTER JANUARY 1, 2025

Stoudt requested approval to withdraw \$10,000 from the MARC Montour Preserve Fund and \$7,500 from the MARC Non-Endowed Fund at the Community Giving Foundation after January 1, 2025, to assist with MARC expenses as documented in the 2025 MARC budget as provided with the meeting agenda packet.

Motion to approve: Dr. John Bulger

Second: Bill Byron

Motion passed unanimously.

APPROVAL TO TRANSFER HOPEWELL PARK PUMP TRACK PROJECT EARMARKED FUNDS TO MONTOUR COUNTY, CONDITIONAL UPON MONTOUR COUNTY AGREEMENT WITH AMERICAN RAMP COMPANY AND APPROVAL BY DCNR

Stoudt requested approval to transfer to Montour County those funds in MARC's accounts earmarked for Hopewell Park Pump Track Project construction, conditioned upon an agreement between Montour County and the American Ramp Company and agreement approval by DCNR. Funds would include \$15,783.81 (with any applicable interest) from the Mahoning Township American Rescue Plan Grant and approximately \$70,000 in donations and CMVB grant funds, less any amounts spent by MARC for the project. Stoudt will contact Mahoning Township before any fund transfer to ensure compliance with grant conditions.

Motion to approve: Bill Byron

Second: Dr. John Bulger

Motion passed unanimously.

OTHER ITEMS

No other items for consideration.

ADJOURNMENT

Hearing no objections, Chairman Dombroski adjourned the meeting at 8:01pm.

Next meeting: Monday, January 27, 2025, at the Montour Preserve Environmental Education Center and online through Zoom.

Respectfully submitted,
Chris Johns, Secretary