

6NORTHUMBERLAND COUNTY

Anthracite Outdoor Adventure Area Authority



RECREATION OPPORTUNITIES FOR OHV – ECONOMIC DEVELOPMENT –
CONSERVATION OF NATURAL RESOURCES

MINUTES 08-17-2015 – 6:30 pm.

1) **Chairman:** Call to order. Time: 6:30

2) **Chairman:** Pledge of Allegiance

3) **Chairman:** Moment of Silence

4) **Secretary:** Roll Call:

<u>PRESENT</u>	<u>PRESENT</u>	<u>PRESENT</u>	<u>PRESENT</u>	<u>PRESENT</u>
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

5) Public Comment – Agenda Items Only:

Chairman: Is there any public comment on agenda items only? **NONE**

6) Secretary’s Report / Minutes:

Chairman: I would ask for a Motion to approve the minutes of the July 20, 2015 meeting and August 3, 2015 Special Meeting?

Motion: **CROWL** Second: **SCHWARTZ**

On the question? **NONE**

Voice Vote

All in Favor? **YES**

Any Opposed? **NONE**

The Motion passes / fails **PASSES**

7) Treasurer’s Report:

Chairman: I would ask for a Motion to accept the Treasurer’s Report and ratify the payment of the bills contained within. **BALANCE ON HAND AS OF JULY 1, 2015 \$48,450.31. TOTAL RECEIPTS FOR THE MONTH \$30,712.47, TOTAL DISBURSEMENTS \$25,044.54. BALANCE ON HAND ON JULY 31, 2015 \$54,118.24**

Motion: **YORWARTH** Second: **CROWL**

On the question? **NONE**

Roll Call Vote:

<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails **PASSES**

8) **Correspondence:**

Chairman: The board would recognize the following correspondence:

- We have received word from the Commonwealth that the Electrical bid from Kreco Electric Inc., in the amount of \$35,500 was approved and the engineers can begin to issue the contract.
- We received word at the end of June that Williams/Transco through the Atlantic Sunrise Project Environmental Stewardship Program has awarded the AOAA \$115,476 for the Carbon Run project and \$144,149 for the AOAA Whaleback trail project.

9) **Reports / Public Announcements:**

Chairman:

- Jeep Jamboree was held July 30, 31, & August 1. Thank you to all the guides and to Jeep Jamboree USA for making this year's Jamboree a success. We look forward to continuing hosting Jamborees.
- The Chair and Vice Chair conducted an annual personnel review with the Director of Operations last week as part of the Circuit Rider grant process.
- ***AOAA AWARDED "CONSERVATION ORGANIZATION OF THE YEAR" BY THE NORTHUMBERLAND COUNTY CONSERVATION DISTRICT. IT WAS A GREAT HONOR TO RECEIVE THIS PRESTEGIOUS AWARD.***

10) **Chairman:** I would like to thank the following for the donations to the project

- Warren Remig donated 6 folding tables and a cooler in memory of his brother David Remig who passed away recently.

11) **Chairman:** I would like to ask for a motion to execute the engagement letter from Klacik & Associates, P.C. for services to review and reconcile the QuickBooks entries from the AOAA Excel Workbook at a rate of \$75.00 per hour.

Motion:	<u><i>CROWL</i></u>	Second:	<u><i>MACK</i></u>	
On the question?	<u><i>NONE</i></u>			
Roll Call Vote:				
<i>YES</i>	<i>YES</i>	<i>YES</i>	<i>YES</i>	<i>YES</i>
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails *PASSES*

12) **Chairman:** I would ask for a motion to submit a credit verification form to Hawk Mount Labs of Hazel Township, PA for compaction testing services for the Phase II Motorized Trailhead Improvements.(ratification)

Motion:	<u><i>YORWARTH</i></u>	Second:	<u><i>SCHWARTZ</i></u>
On the question?	<u><i>NONE</i></u>		
Voice Vote			
		All in Favor?	<u><i>YES</i></u>
		Any Opposed?	<u><i>NONE</i></u>

The Motion passes / fails *PASSES*

SKIPPED TO ITEM NUMBER 17 ON THE AGENDA DUE TO SEVERAL AUTHORITY MEMBERS MISSING A PAGE CONTAINING NUMBERS 13 THRU 16. COMPLETED ITEMS 17,18, AND-19 THEN RETURNED TO COMPLETE ITEMS 13, 14,15 AND-16.

- 13) **Chairman:** I would like to ask for a motion to recommend the Northumberland County Planning Department issue payment to Michael Baker International in the amount of \$11,472.50 for Trail Event Area and Additional Parking Invoice #913182 to be paid from the DCNR Phase II grant.

Motion:	<u>SCHWARTZ</u>	Second:	<u>YORWARTH</u>	
On the question?	<u>NONE</u>			
Roll Call Vote:				
YES	YES	YES	YES	YES
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

- 14) **Chairman:** I would like to ask for a motion to issue payment to Michael Baker International in the amount of \$9,111.00 for Carbon Run Remediation Invoice #913182 to be paid from the general fund and reimbursed by the Act 13 grant.

Motion:	<u>MACK</u>	Second:	<u>CROWL</u>	
On the question?	<u>Question on the status of the project and the timeline--- the project has been submitted to DEP for review.</u>			
Roll Call Vote:				
YES	YES	YES	YES	YES
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

- 15) **Chairman:** I would like to ask for a motion to issue payment to Michael Baker International in the amount of \$231.00 for Non-Motorized Trailhead and Parking Invoice #913182 to be paid from the general fund and reimbursed by the Act 13 grant.

Motion:	<u>SCHWARTZ</u>	Second:	<u>YORWARTH</u>	
On the question?	<u>Question on the reason for a small invoice - The Director was working with a landowner in Big Mountain with the engineer.</u>			
Roll Call Vote:				
YES	YES	YES	YES	YES
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

- 16) **Chairman:** I would like to ask for a motion to issue payment to Blue Ridge Mining & Excavating of Shamokin, PA in the amount of \$4000.00 for work performed and delivery of stone for the tot lot and training area. Invoice #226 to be paid from the general fund and reimbursed by Polaris Trails Grant #2.

Motion: YORWARTH Second: CROWL

On the question? NONE

Roll Call Vote:

<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

ITEMS 13, 14, 15, AND 16 WERE COMPLETED AFTER ITEMS 17, 18, AND 19.

- 17) **Chairman:** I would like to ask for a motion to issue payment to Dan Shingara Enterprises of Paxinos, PA in the amount of \$3,725.00 for work performed on the Polaris Connector Trail. Invoice #13212 to be paid from the general fund and reimbursed by Polaris Trails Grant #1.

Motion: CROWL Second: YORWARTH

On the question? NONE

Roll Call Vote:

<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

- 18) **Chairman:** I would like to ask for a motion to issue payment to Carolina Carports of Paxinos, PA in the amount of \$3,771.00 for 2 metal buildings located at the tot lot and training area. Invoice #93736 to be paid from the general fund and reimbursed by Polaris Trails Grant #2.

Motion: YORWARTH Second: MACK

On the question? NONE

Roll Call Vote:

<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

19) **Chairman:** I would like to ask for a motion to authorize the Director of Operations to send a letter to the Northumberland County Controller requesting release funds from Polaris Trails Grant #1 (\$9,000.00), and authorize the to County to recapture any remaining Yamaha grant money for reimbursement of duplication fees paid by the County (Approximately \$1,600.00). (Ratification)

Motion: CROWL Second: SCHWARTZ

On the question? Discussion was held relative to the two Polaris Grants. The first was with the County dating back to the Master Plan, the second was directly with the authority for the tot lot.

Roll Call Vote:

YES	YES	YES	YES	YES
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

20) **Chairman:** I would like to ask for a motion to increase the Director of Operations incentive package by 1% of gross sales. Moving it from 2% to 3% retroactive to July 1, 2015.

Motion: YORWARTH Second: MACK

On the question? NONE

Roll Call Vote:

YES	YES	YES	YES	YES
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

21) **Chairman:** I would like to ask for a motion to recommend the Northumberland County Planning Department issue payment to AgPoint Construction Services of Quarryville, PA in the amount of \$170,657.61 for Phase II Motorized Trailhead Improvements Invoice #1 to be paid from the DCNR Phase II grant.

Motion: CROWL Second: MACK

On the question? NONE

Roll Call Vote:

YES	YES	YES	YES	YES
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

22) **Chairman:** I would ask for a motion to renew a lease with Brian Pedrick, William Pedrick and Seth Gedman for all of parcel #001-00-087-001, and part of #018-00-076-112 and 001-00-016055. It will be for a yearly lease of \$5 per acre starting now through 8/1/2016. (Approximately 200 acres).

Motion:	<u>YORWARTH</u>	Second:	<u>SCHWARTZ</u>	
On the question?	<u>NONE</u>			
Roll Call Vote:				
YES	YES	YES	YES	YES
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

23) **Chairman:** I would ask for a motion purchase a 1985 M925 6 by 6 Military Truck from federal surplus at a cost of \$4,500.00 to be paid from the general fund. (ratification)

Motion:	<u>YORWARTH</u>	Second:	<u>SCHWARTZ</u>	
On the question?	<u>NONE</u>			
Roll Call Vote:				
YES	YES	YES	YES	YES
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

24) **Chairman:** I would like to ask for a motion to issue payment to CJ Stiely Towing & Transport of Dornsife, PA in the amount of \$375.00 for the towing of the 1985 M925 6x6 Military truck from federal surplus to the Welcome Center to be paid from the general fund. (ratification)

Motion:	<u>CROWL</u>	Second:	<u>MACK</u>	
On the question?	<u>Remarks were made by several Authority members that this fee is a bargain.</u>			
Roll Call Vote:				
YES	YES	YES	YES	YES
D. Crowl	M. Schwartz	J. Backes	P. Mack	B. Yorwarth

The Motion passes / fails PASSES

25) **Chairman:** Is there any old business? *NONE*

26) **Chairman:** Is there any new business?

MOTION TO TRANSFER THE REMAINING YEAR 1 CIRCUIT RIDER GRANT DOLLARS IN THE M&T GRANT ACCOUNT TO THE GENERAL FUND, AUTHORIZE THE CHAIRMAN TO EXECUTE THE YEAR ONE FINAL REPORT, AND SUBMIT IT TO DCNR FOR FINAL PAYMENT AND CLOSEOUT.

Motion: **SCHWARTZ** Second: **YORWARTH**

On the question? **NONE**

Voice Vote

All in Favor? **YES**

Any Opposed? **NONE**

The Motion passes / fails **PASSES**

ONE PROPOSAL WAS RECEIVED FROM MOJO ACTIVE OF WATSONTOWN, PA FOR THE ARC TECHNOLOGY DEVELOPMENT GRANT WAS RECEIVED. IT WAS OPENED AND REVIEWED, AFTER DISCUSSION ABOUT PRICING AND AVAILABLE GRANT FUNDS A MOTION WAS MADE TO TABLE AWARD UNTIL A LATER DATE.

Motion: **MACK** Second: **YORWARTH**

On the question? **NONE**

Voice Vote

All in Favor? **YES**

Any Opposed? **NONE**

The Motion passes / fails **PASSES**

DISCUSSION ON THE ROOM TAX WAS HELD AMONGST THE AUTHORITY MEMBERS. MR. MACK STATED HE HAD A CONVERSATION WITH THE COUNTY TREASURER ABOUT EXISTING BUSINESSES WHO PAY THE TAX BEING AWARE OF FOLKS RENTING ROOMS WHO THEY DO NOT BELIEVE ARE COMPLIANT. WHILE THE AOAA IS NOT REQUIRED TO COLLECT ANY ROOM TAX WE WANT TO HELP ALL BUSINESSES AND FUTURE DEVELOPMENT BE COMPLIANT WITH ANY REGULATIONS OR TAX.

27) **Chairman:** Is there any public comment on items other than those on the agenda? *NONE*

28) **Chairman:** Is there a need for an executive session? *NO*

29) **Chairman:** Is there a Motion to Adjourn?

Motion: **CROWL**

Meeting adjournment time: **7:20**