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September 12, 2016 Regular Meeting Agenda

7:00pm - Montour Preserve Environmental Education Center (700 Preserve Rd, Danville, PA 17821)

Call to Order

Officer Reports

- President's Report (Mike Mills)
- Treasurer's Report (Commissioner Ken Holdren) (**pages 2– 13**)
- Secretary's Report (Tyler Dombroski)

Partner Reports

- Washingtonville Borough (Frank Dombroski / Tyler Dombroski)
- Danville Borough (Kevin Herritt / Greg Kovalick)
- Riverside Borough (Bill Lavage / Dr. Victor Marks)
- Montour County (Commissioner Ken Holdren)
- Danville Area School District (Chris Johns)

Public Comment

Assistant Director's Report (Jon Beam) (**page 14**)

Maintenance Technician's Report (Dennis Piatt) (**page 15**)

Director's Report (Bob Stoudt) (**pages 16 – 27**)

- Approval of Director's expense report (**page 28 & 29**)

Old Business

New Business

- North Branch Canal Trail construction completion and final payment
- North Branch Canal Trail partial opening / adjacent landowner dispute

Other Items

Adjournment

next meeting: October 10, 2016

MARC 2016 Checking Register (Service 1st Account)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
AP	8/15/16	9/2/16	8/1 - 8/31/16	US Treasury (payroll taxes)	payroll taxes		1,488.46		75,491.46
AP	8/15/16	9/2/16	8/1 - 8/31/16	PA Dept. of Revenue (payroll taxes)	payroll taxes		201.96		75,289.50
5291	8/10/16	9/2/16	8/1 - 8/31/16	Tedd Brungard (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		75,239.50
5292	8/10/16	9/2/16	8/1 - 8/31/16	Clarissa Paige (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		75,189.50
5293	8/10/16	9/2/16	8/1 - 8/31/16	St. Paul's United Methodist Church (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		75,139.50
5294	8/10/16	9/2/16	8/1 - 8/31/16	Candy Fry (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		75,089.50
5295	8/10/16	9/2/16	8/1 - 8/31/16	Ruth Greenly (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		75,039.50
5296	8/10/16	9/2/16	8/1 - 8/31/16	William Lemon (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,989.50
5297	8/10/16	9/2/16	8/1 - 8/31/16	Danielle Cutchall (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,939.50
5298	8/10/16	9/2/16		David Miller (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,889.50
5299	8/10/16	9/2/16	8/1 - 8/31/16	Sondra Voss (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,839.50
5300	8/10/16	9/2/16	8/1 - 8/31/16	Darlene Moslock (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,789.50
5301	8/10/16	9/2/16		Tammy Brouse (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,739.50
5302	8/10/16	9/2/16		Beth George (Montour Preserve pavilion reservation cancellation)	Montour Preserve pavilion reservation refund		100.00		74,639.50
5303	8/10/16	9/2/16	8/1 - 8/31/16	Omer Latif (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,589.50
5304	8/10/16	9/2/16	8/1 - 8/31/16	Jody Gates (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,539.50
5305	8/10/16	9/2/16	8/1 - 8/31/16	Desiree Brown (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,489.50
5306	8/10/16	9/2/16	8/1 - 8/31/16	Jo-Ellen Fedder (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,439.50
5307	8/10/16	9/2/16	8/1 - 8/31/16	Wendy Wall (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,389.50
5308	8/10/16	9/2/16	8/1 - 8/31/16	Lisa Hemrick (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,339.50
5309	8/10/16	9/2/16	8/1 - 8/31/16	Kelsey Ernst (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,289.50
5310	8/10/16	9/2/16	8/1 - 8/31/16	Jennifer Gufey (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,239.50
5311	8/10/16	9/2/16	8/1 - 8/31/16	Robert Brown (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,189.50
5312	8/10/16	9/2/16	N/A	VOID	Montour Preserve pavilion security deposit refund		-		74,189.50
5313	8/10/16	9/2/16	8/1 - 8/31/16	Darl Cadwallader (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,139.50
5314	8/10/16	9/2/16	8/1 - 8/31/16	Eric Hossler (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,089.50
5315	8/10/16	9/2/16	8/1 - 8/31/16	Kaming Lieu-Chau (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		74,039.50
5316	8/10/16	9/2/16		Mary Ann Azary (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,989.50
5317	8/10/16	9/2/16		Richard DiGiacomo (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,939.50
5318	8/10/16	9/2/16	8/1 - 8/31/16	Rick Divers (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,889.50
5319	8/10/16	9/2/16	8/1 - 8/31/16	Grace Life Fellowship (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,839.50
5320	8/10/16	9/2/16	8/1 - 8/31/16	Joanne Zimmerman (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,789.50
5321	8/10/16	9/2/16	8/1 - 8/31/16	Starr Hill (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,739.50
5322	8/10/16	9/2/16	8/1 - 8/31/16	Frank McKee (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,689.50
5323	8/10/16	9/2/16	8/1 - 8/31/16	Heather Coble (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,639.50
5324	8/10/16	9/2/16	8/1 - 8/31/16	Michelle Chronister (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,589.50
5325	8/10/16	9/2/16	8/1 - 8/31/16	Suzanne Musselman (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,539.50
5326	8/10/16	9/2/16	8/1 - 8/31/16	The Muncy Bank & Trust Co. (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,489.50

MARC 2016 Checking Register (Service 1st Account)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
5327	8/10/16	9/2/16	8/1 - 8/31/16	Sherree Bright (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,439.50
5328	8/10/16	9/2/16	8/1 - 8/31/16	Susan Klein (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,389.50
5329	8/10/16	9/2/16	8/1 - 8/31/16	Ashley Boston (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,339.50
5330	8/10/16	9/2/16	8/1 - 8/31/16	Pamela Rearick (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,289.50
5331	8/10/16	9/2/16	8/1 - 8/31/16	Kathy Sherwood (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,239.50
5332	8/10/16	9/2/16	8/1 - 8/31/16	Margie Frey (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,189.50
5333	8/10/16	9/2/16	8/1 - 8/31/16	Susan Hopper (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,139.50
5334	8/10/16	9/2/16	8/1 - 8/31/16	Cynthia Hyde (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,089.50
5335	8/10/16	9/2/16	8/1 - 8/31/16	Debra Bitler Deeter (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		73,039.50
5336	8/10/16	9/2/16	8/1 - 8/31/16	Judy Hassall (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		72,989.50
5337	8/10/16	9/2/16		Ruth Stump (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		72,939.50
5338	8/10/16	9/2/16		Carole Bower (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		72,889.50
5339	8/10/16	9/2/16		Jessica Gabriel (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		72,839.50
5340	8/10/16	9/2/16	8/1 - 8/31/16	Alana Crisp (internship compensation)	misc. expenses		500.00		72,339.50
5341	8/10/16	9/2/16		Danville Ambulance Service (donation for support of Montour 24)	RTRS - Montour 24 Endurance Races EMS/Fire Police		150.00		72,189.50
5342	8/10/16	9/2/16	8/1 - 8/31/16	Big Pop's Mowing	\$806 Hess Field maintenance; \$345 East Branch Rec. Area maintenance; \$100 River Drive parcel maintenance; \$120 Hopewell Park maintenance; \$106.88 North Branch Canal Trail; \$146.87 Columbia County - North Branch Canal Trail; \$1,110 Montour Preserve		2,734.75		69,454.75
5343	8/10/16	9/2/16	8/1 - 8/31/16	Erie Insurance (workers' comp insurance)	insurance		1,668.00		67,786.75
5344	8/10/16	9/2/16	8/1 - 8/31/16	Starr Portables	RTRS - Montour 24 Endurance Races porta-potties		350.00		67,436.75
5345	8/10/16	9/2/16	8/1 - 8/31/16	CVC Mechanical (Montour Preserve HVAC repairs)	Montour Preserve		2,191.32		65,245.43
5346	8/10/16	9/2/16	8/1 - 8/31/16	Dennis Piatt (payroll 7/24 - 8/6)	payroll - Piatt		293.97		64,951.46
5347	8/10/16	9/2/16	8/1 - 8/31/16	Robert Stoudt (payroll 7/24 - 8/6)	payroll - Stoudt		1,746.12		63,205.34
5348	8/10/16	9/2/16	8/1 - 8/31/16	US Dept. of Agriculture (Montour Preserve wildlife management)	Montour Preserve		73.11		63,132.23
5349	8/10/16	9/2/16	8/1 - 8/31/16	Dennis Piatt (expense reimbursement for Bobcat utility vehicle parts)	PPL grant - utility vehicle/trailer		75.28		63,056.95
5350	8/10/16	9/2/16		Candy Fisher (expense reimbursement for vacuum cleaner bags)	Montour Preserve		16.90		63,040.05
5351	8/10/16	9/2/16	8/1 - 8/31/16	Robert Stoudt (8/8 expense report)	\$96.43 office supplies; \$436.14 Hess Field maintenance; \$326.40 misc. expenses; \$1,081.64 Montour Preserve; \$218.30 park maintenance tools & supplies; \$582.83 RTRS - Montour 24 food & drink; \$220.65 RTRS - Montour 24 misc. expenses; \$33.32 RTRS advertising; \$150 RTRS - Summer Heat Trail Runs advertising; \$76.66 RTRS - Hopewell Challenge advertising; \$76.67 RTRS - Chilli Challenge advertising; \$76.67 RTRS - Boneshaker Cyclocross advertising; \$30.34 RTRS - Humdinger advertising; \$314.27 RTRS - Summer Heat Trail Runs awards/prizes		3,720.32		59,319.73
deposit	8/17/16	9/2/16	8/1 - 8/31/16	deposit	\$550 Montour Preserve donations; \$430 Montour Preserve pavilion reservations; \$50 Montour Preserve security deposits; \$50 Hess Field users' fee; \$220 RTRS - Chilli Challenge registrations; \$95 RTRS - Robbins Run registrations; \$431 RTRS - Summer Heat registrations; \$2,168.91 RTRS - Old Forge 5k sponsorship			3,994.91	63,314.64

MARC 2016 Checking Register (Service 1st Account)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
5352	8/29/16	9/2/16		Tarryn Walsh (Hess pavilion refund)	Hess Field users fee refund		25.00		63,289.64
5353	8/29/16	9/2/16		WalMart #1794 (Hess security deposit refund)	Hess Field security deposit refund		250.00		63,039.64
5354	8/29/16	9/2/16		Brenda Hill (Hess security deposit refund)	Hess Field security deposit refund		200.00		62,839.64
5355	8/29/16	9/2/16		PPL Electric Utilities	Hess Recreation Area maintenance		79.20		62,760.44
5356	8/29/16	9/2/16		West Branch Rental (trailer rental)	North Branch Canal Trail	Williams (North Branch Canal Trail)	495.00		62,265.44
5357	8/29/16	9/2/16		Verizon (Montour Preserve phone)	Montour Preserve		154.04		62,111.40
5358	8/29/16	9/2/16		Kevin Bowie (Digital Ensigns) (Hess Recreation Area trailhead signs)	Hess Recreation Area maintenance		98.56		62,012.84
5359	8/29/16	9/2/16		PA Runners (timing of Summer Heat Trail Runs)	RTRS - Summer Heat Trail Runs timing		535.00		61,477.84
5360	8/29/16	9/2/16		PPL Electric Utilities (Montour Preserve electric)	Montour Preserve		914.48		60,563.36
5361	8/29/16	9/2/16		PPL Electric Utilities (Montour Preserve electric)	Montour Preserve		128.34		60,435.02
5362	8/29/16	9/2/16		PPL Electric Utilities (Montour Preserve electric)	Montour Preserve		456.04		59,978.98
5363	8/29/16	9/2/16		PPL Electric Utilities (Montour Preserve electric)	Montour Preserve		102.51		59,876.47
5364	8/29/16	9/2/16		Dennis Piatt (payroll 8/7 - 8/20)	payroll - Piatt		446.06		59,430.41
5365	8/29/16	9/2/16	8/1 - 8/31/16	Robert Stoudt (payroll 8/7 - 8/20)	payroll - Stoudt		2,002.78		57,427.63
5366	8/29/16	9/2/16		Columbia-Montour Chamber of Commerce (registration for Learn at Lunch re: overtime pay changes)	misc. expenses		15.00		57,412.63
5367	8/29/16	9/2/16		Holiday Inn Express (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		57,362.63
deposit	8/29/16	9/2/16	8/1 - 8/31/16	deposit	\$100 Montour Preserve donations; \$590 Montour Preserve pavilion reservations; \$59,939.30 Williams (North Branch Canal Trail) grant reimbursement; \$75 Hess Field users' fees; \$610 Chilli Challenge registrations; \$375 Summer Heat Trail Runs registrations; \$500 Montour 24 Endurance Runs sponsorship; \$3,260.12 Montour 24 Endurance Runs registrations			65,449.42	122,812.05
deposit	9/2/16	9/2/16		deposit	Montour County Act 13 contribution			15,000.00	137,812.05



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Statement Period: 08/01/2016-08/31/2016

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Summary of Accounts:

	Ending	YTD	
	Balance	Dividend	Account Number: 584727
Savings			
01 - REGULAR SAVINGS	5.00	0.00	
40 - CHECKING	128,238.22	0.00	
Total	128,243.22	0.00	

Authorized Signer(s): KENNETH A HOLDREN, ROBERT T STOUDT, MICHAEL B MILLS

ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Aug 1		Balance Forward			5.00
Aug 31		Ending Balance			5.00

ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Aug 1		Balance Forward			87,009.01
Aug 1		Withdrawal ACH IRS		-35.28	86,973.73
		TYPE: USATAXPYMT ID: 3387702000 CO: IRS			
Aug 1		Withdrawal ACH UNEMP COMP EFT		-204.53	86,769.20
		TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT			
Aug 1		Deposit	512.00		87,281.20
Aug 1		Draft 005261		-521.61	86,759.59
Aug 1		Draft 005264		-1,795.23	84,964.36
Aug 2		Withdrawal ACH DANVILLE AREA EA		-362.36	84,602.00
		TYPE: TAX PAYMNT ID: 1232266087 CO: DANVILLE AREA EA			
Aug 4		Draft 005280		-113.10	84,488.90
		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 1564577000			
Aug 4		Draft 005275		-57.49	84,431.41
Aug 4		Draft 005273		-63.37	84,368.04
Aug 4		Draft 005271		-78.39	84,289.65
Aug 4		Draft 005274		-231.43	84,058.22
Aug 4		Draft 005272		-461.76	83,596.46
Aug 4		Draft 005277		-495.20	83,101.26
Aug 5		Draft 005282		-165.01	82,936.25
		Processed Check - USDA APHIS GENL TYPE: PAYMENT ID: 1240340003			
Aug 5		Draft 005265		-30.41	82,905.84
Aug 5		Draft 005287		-50.00	82,855.84
Aug 5		Draft 005263		-412.85	82,442.99
Aug 5		Draft 005260		-479.24	81,963.75
Aug 5		Draft 005268		-990.00	80,973.75
Aug 8		Draft 005289		-50.00	80,923.75
Aug 8		Draft 005269		-150.00	80,773.75
Aug 8		Draft 005266		-325.00	80,448.75
Aug 9		Withdrawal ACH DELUXE CHECK		-23.30	80,425.45

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Account Number: 584727 **Statement Period:** 08/01/2016-08/31/2016

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ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
		TYPE: CHECK/ACC. ID: 1410216800 CO: DELUXE CHECK			
Aug 9		Draft 005283		-86.00	80,339.45
Aug 9		Draft 005284		-118.00	80,221.45
Aug 11		Draft 005278		-297.00	79,924.45
Aug 12		Draft 005347		-1,746.12	78,178.33
Aug 12		Draft 005351		-3,720.32	74,458.01
Aug 15		Withdrawal ACH COMMWLTHOFPA INT		-201.96	74,256.05
		TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT			
Aug 15		Withdrawal ACH IRS		-1,488.46	72,767.59
		TYPE: USATAXPYMT ID: 3387702000 CO: IRS			
Aug 15		Draft 005270		-215.00	72,552.59
Aug 15		Draft 005290		-215.00	72,337.59
Aug 15		Draft 005340		-500.00	71,837.59
Aug 15		Draft 005287		-660.00	71,177.59
Aug 16		Certified Draft 005314 for \$50.00			
Aug 16		Certified Draft 005276 for \$250.00			
Aug 16		Draft 005291		-50.00	71,127.59
Aug 16		Draft 005303		-50.00	71,077.59
Aug 16		Draft 005308		-50.00	71,027.59
Aug 16		Draft 005310		-50.00	70,977.59
Aug 16		Draft 005311		-50.00	70,927.59
Aug 16		Draft 005320		-50.00	70,877.59
Aug 16		Draft 005325		-50.00	70,827.59
Aug 16		Draft 005328		-50.00	70,777.59
Aug 16		Draft 005331		-50.00	70,727.59
Aug 17		Certified Draft 005296 for \$50.00			
Aug 17		Deposit by Check	3,994.91		74,722.50
Aug 17		Draft 005295		-50.00	74,672.50
Aug 17		Draft 005300		-50.00	74,622.50
Aug 17		Draft 005306		-50.00	74,572.50
Aug 17		Draft 005309		-50.00	74,522.50
Aug 17		Draft 005314		-50.00	74,472.50
Aug 17		Draft 005326		-50.00	74,422.50
Aug 17		Draft 005276		-250.00	74,172.50
Aug 18		Draft 005296		-50.00	74,122.50
Aug 19		Certified Draft 005329 for \$50.00			
Aug 19		Draft 005307		-50.00	74,072.50
Aug 19		Draft 005313		-50.00	74,022.50
Aug 22		Draft 005343		-1,668.00	72,354.50
		Processed Check - ERIE INSURANCE TYPE: 1256038677 ID: 1256038677			
Aug 22		Draft 005304		-50.00	72,304.50
Aug 22		Draft 005305		-50.00	72,254.50
Aug 22		Draft 005323		-50.00	72,204.50
Aug 22		Draft 005324		-50.00	72,154.50
Aug 22		Draft 005329		-50.00	72,104.50
Aug 22		Draft 005333		-50.00	72,054.50
Aug 22		Draft 005349		-75.28	71,979.22
Aug 22		Draft 005223		-250.00	71,729.22
Aug 22		Draft 005346		-293.97	71,435.25
Aug 22		Draft 005345		-2,191.32	69,243.93
Aug 23		Draft 005348		-73.11	69,170.82
		Processed Check - USDA APHIS GENL TYPE: PAYMENT ID: 1240340003			
Aug 23		Draft 005293		-50.00	69,120.82
Aug 23		Draft 005294		-50.00	69,070.82
Aug 23		Draft 005318		-50.00	69,020.82
Aug 23		Draft 005335		-50.00	68,970.82
Aug 23		Draft 005342		-2,734.75	66,236.07
Aug 24		Certified Draft 005332 for \$50.00			

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Account Number: 584727 **Statement Period:** 08/01/2016-08/31/2016

Page 3 of 3

ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Aug 25		Draft 005292		-50.00	66,186.07
Aug 25		Draft 005297		-50.00	66,136.07
Aug 25		Draft 005330		-50.00	66,086.07
Aug 25		Draft 005332		-50.00	66,036.07
Aug 25		Draft 005344		-350.00	65,686.07
Aug 26		Certified Draft 005321 for \$50.00			
Aug 26		Draft 005299		-50.00	65,636.07
Aug 26		Draft 005315		-50.00	65,586.07
Aug 29		Deposit	65,449.42		131,035.49
Aug 29		Draft 005321		-50.00	130,985.49
Aug 29		Draft 005327		-50.00	130,935.49
Aug 29		Draft 005334		-50.00	130,885.49
Aug 30		Draft 005319		-50.00	130,835.49
Aug 30		Draft 005322		-50.00	130,785.49
Aug 30		Draft 005262		-233.01	130,552.48
Aug 30		Draft 005259		-261.48	130,291.00
Aug 30		Draft 005365		-2,002.78	128,288.22
Aug 31		Draft 005336		-50.00	128,238.22
Aug 31		Ending Balance			128,238.22
		Total Deposits 69,956.33			
		Total Withdrawals 28,727.12			

Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Aug 22	□ 005223	250.00	Aug 15	□ 005290	215.00	Aug 30	□ 005322	50.00
Aug 30	□ 005259*	261.48	Aug 16	□ 005291	50.00	Aug 22	□ 005323	50.00
Aug 5	□ 005260	479.24	Aug 25	□ 005292	50.00	Aug 22	□ 005324	50.00
Aug 1	□ 005261	521.61	Aug 23	□ 005293	50.00	Aug 16	□ 005325	50.00
Aug 30	□ 005262	233.01	Aug 23	□ 005294	50.00	Aug 17	□ 005326	50.00
Aug 5	□ 005263	412.85	Aug 17	□ 005295	50.00	Aug 29	□ 005327	50.00
Aug 1	□ 005264	1,795.23	Aug 18	□ 005296	50.00	Aug 16	□ 005328	50.00
Aug 5	□ 005265	30.41	Aug 25	□ 005297	50.00	Aug 22	□ 005329	50.00
Aug 8	□ 005266	325.00	Aug 26	□ 005299*	50.00	Aug 25	□ 005330	50.00
Aug 15	□ 005267	660.00	Aug 17	□ 005300	50.00	Aug 16	□ 005331	50.00
Aug 5	□ 005268	990.00	Aug 16	□ 005303*	50.00	Aug 25	□ 005332	50.00
Aug 8	□ 005269	150.00	Aug 22	□ 005304	50.00	Aug 22	□ 005333	50.00
Aug 15	□ 005270	215.00	Aug 22	□ 005305	50.00	Aug 29	□ 005334	50.00
Aug 4	□ 005271	78.39	Aug 17	□ 005306	50.00	Aug 23	□ 005335	50.00
Aug 4	□ 005272	461.76	Aug 19	□ 005307	50.00	Aug 31	□ 005336	50.00
Aug 4	□ 005273	63.37	Aug 16	□ 005308	50.00	Aug 15	□ 005340*	500.00
Aug 4	□ 005274	231.43	Aug 17	□ 005309	50.00	Aug 23	□ 005342*	2,734.75
Aug 4	□ 005275	57.49	Aug 16	□ 005310	50.00	Aug 22	□ 005343	1,668.00
Aug 17	□ 005276	250.00	Aug 16	□ 005311	50.00	Aug 25	□ 005344	350.00
Aug 4	□ 005277	495.20	Aug 19	□ 005313*	50.00	Aug 22	□ 005345	2,191.32
Aug 11	□ 005278	297.00	Aug 17	□ 005314	50.00	Aug 22	□ 005346	293.97
Aug 4	□ 005280*	113.10	Aug 26	□ 005315	50.00	Aug 12	□ 005347	1,746.12
Aug 5	□ 005282*	165.01	Aug 23	□ 005318*	50.00	Aug 23	□ 005348	73.11
Aug 9	□ 005283	86.00	Aug 30	□ 005319	50.00	Aug 22	□ 005349	75.28
Aug 9	□ 005284	118.00	Aug 16	□ 005320	50.00	Aug 12	□ 005351*	3,720.32
Aug 5	□ 005287*	50.00	Aug 29	□ 005321	50.00	Aug 30	□ 005365*	2,002.78
Aug 8	□ 005289*	50.00						

* denotes skipped sequence

	Total for This Period	Total Year-to-Date
Returned Item Fees	0.00	0.00
Overdraft Fees	0.00	0.00

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MARC Checking Account Reconciliation - Service 1st Account

Updated 9/2/16

ending balance from 8/31/16 bank statement	\$ 128,238.22
deposits not yet posted (detailed below)	\$ 15,000.00
subtotal	\$ 143,238.22
withdrawals not yet cleared (detailed below)	\$ 5,426.17
balance (should agree with checkbook)	\$ 137,812.05
actual checkbook balance	\$ 137,812.05
difference	\$ -

DEPOSITS NOT YET POSTED			
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
9/2/16		deposit (Montour County Act 13 contribution)	\$ 15,000.00
		TOTAL	\$ 15,000.00

WITHDRAWALS NOT YET CLEARED			
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
09/16/15	5008	Children's Miracle Network (Hess security deposit refund)	\$ 250.00
01/14/16	5102	Galon Snyder (Robbins Run refund)	\$ 23.25
05/31/16	5220	Alana Crisp (reimbursement for Adobe Illustrator monthly fee)	\$ 31.79
07/31/16	5279	David Drebsky (overpayment refund for Montour 24)	\$ 25.00
07/31/16	5281	Candy Fisher (Montour Preserve cleaning)	\$ 400.00
07/31/16	5285	Mackenzie Appleman (Montour Preserve security deposit refund)	\$ 50.00
07/31/16	5288	Carol Watson (Montour Preserve reservation refund and security deposit refund)	\$ 80.00
08/10/16	5298	David Miller (Montour Preserve security deposit refund)	\$ 50.00
08/10/16	5301	Tammy Brouse (Montour Preserve security deposit refund)	\$ 50.00
08/10/16	5302	Beth George (Montour Preserve pavilion reservation cancellation)	\$ 100.00
08/10/16	5316	Mary Ann Azary (Montour Preserve security deposit refund)	\$ 50.00
08/10/16	5317	Richard DiGiacomo (Montour Preserve security deposit refund)	\$ 50.00
08/10/16	5337	Ruth Stump (Montour Preserve security deposit refund)	\$ 50.00
08/10/16	5338	Carole Bower (Montour Preserve security deposit refund)	\$ 50.00
08/10/16	5339	Jessica Gabriel (Montour Preserve security deposit refund)	\$ 50.00
08/10/16	5341	Danville Ambulance Service (donation for support of Montour 24)	\$ 150.00
08/10/16	5350	Candy Fisher (expense reimbursement for vacuum cleaner bags)	\$ 16.90
08/29/16	5352	Tarryn Walsh (Hess pavilion refund)	\$ 25.00
08/29/16	5353	WalMart #1794 (Hess security deposit refund)	\$ 250.00
08/29/16	5354	Brenda Hill (Hess security deposit refund)	\$ 200.00
08/29/16	5355	PPL Electric Utilities	\$ 79.20
08/29/16	5356	West Branch Rental (trailer rental)	\$ 495.00
08/29/16	5357	Verizon (Montour Preserve phone)	\$ 154.04
08/29/16	5358	Kevin Bowie (Digital Ensigns) (Hess Recreation Area trailhead signs)	\$ 98.56
08/29/16	5359	PA Runners (timing of Summer Heat Trail Runs)	\$ 535.00
08/29/16	5360	PPL Electric Utilities (Montour Preserve electric)	\$ 914.48
08/29/16	5361	PPL Electric Utilities (Montour Preserve electric)	\$ 128.34
08/29/16	5362	PPL Electric Utilities (Montour Preserve electric)	\$ 456.04
08/29/16	5363	PPL Electric Utilities (Montour Preserve electric)	\$ 102.51
08/29/16	5364	Dennis Piatt (payroll 8/7 - 8/20)	\$ 446.06
08/29/16	5366	Columbia-Montour Chamber of Commerce (registration for Learn at Lunch re: overtime pay changes)	\$ 15.00
08/29/16	5367	Holiday Inn Express (Montour Preserve security deposit refund)	\$ 50.00
		TOTAL	\$ 5,426.17

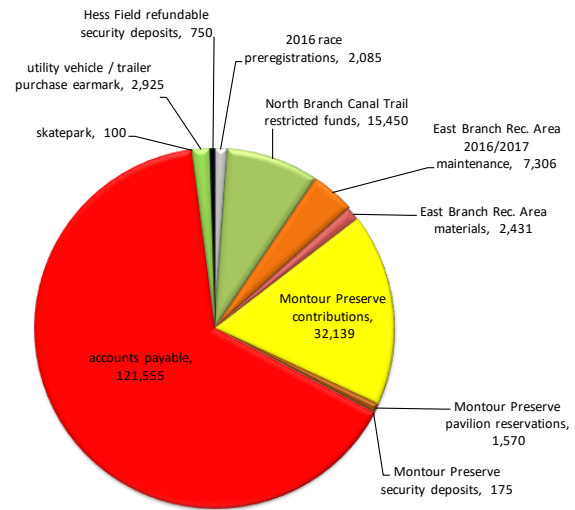
MARC FUND EARMARKS

EARMARK CATEGORIES	AMOUNT
2016 race preregistrations	2,085
North Branch Canal Trail restricted funds	15,450
East Branch Rec. Area 2016/2017 maintenance	7,306
East Branch Rec. Area materials	2,431
Montour Preserve contributions	32,139
Montour Preserve pavilion reservations	1,570
Montour Preserve security deposits	175
accounts payable	121,555
skatepark	100
utility vehicle / trailer purchase earmark	2,925
Hess Field refundable security deposits	750
TOTAL RESTRICTED	186,485
ACTUAL CHECKBOOK BALANCE (9/8/16)	137,812

ACCOUNTS RECEIVABLE	
Williams (North Branch Canal Trail) grant reimbursement	58,872
	58,872

ACCOUNTS PAYABLE	
Stoudt expense report	7,134
reimbursement to Montour County for NBCT	114,421
	121,555

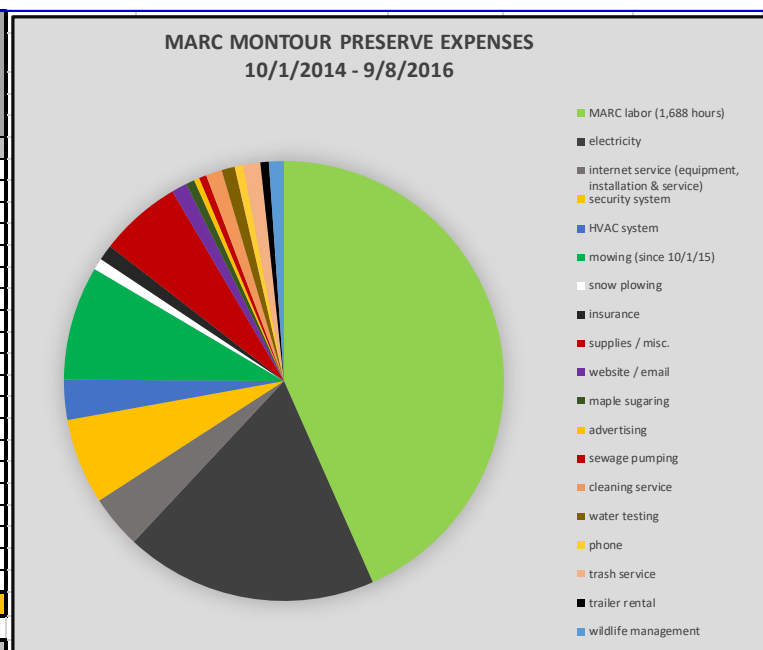
MARC Funds Earmarks as of 9/8/16



2016 RIVER TOWNS RACE SERIES ACCOUNTING (YTD)

	INCOME/EXPENSE	2015/2016 Awards Ceremony	Humdinger	Montour Preserve Spring Fever Trail Runs	River Towns Half Marathon	World's End 50k/100k	Old Forge 5k	Montour 24 Endurance Runs	Montour Preserve Summer Heat Trail Runs	Hopewell Challenge MTB	Chilli Challenge	Robbins Run	Boneshaker CX	River Towns Race Series (general)	TOTALS
INCOME	Racer Registration Fees		14,450.74	3,630.00	23,275.00			3,260.12	2,096.00		1,655.00	430.00			48,796.86
	Sponsorships		90.91	90.91	90.91	90.91	2,259.82	590.91	90.91	90.91	90.91	90.91	90.90		3,668.91
	Commissioners' Grant		3,175.49	500.00	4,367.54	-	-	262.64	434.80	124.36	306.47	-	76.67	715.77	9,963.74
EXPENSES (GRANT ELIGIBLE)	T-shirts/ Promotional		(2,879.70)	(761.45)	(4,214.25)										(7,855.40)
	Advertising		(295.79)	(284.80)	(153.29)		(100.00)	(262.64)	(434.80)	(124.36)	(306.47)		(76.67)	(715.77)	(2,754.59)
	Event Timing			(1,142.00)	(550.00)	(1,506.00)			(535.00)						(3,733.00)
	MARC labor (Stoudt)	(310.00)		(1,670.00)	(1,140.00)	(1,775.00)	(700.00)	(1,550.00)	(565.00)	(155.00)	(590.00)	(90.00)	-	(435.00)	(10,555.00)
	MARC labor (Beam)	-	(315.00)	(180.00)	(504.00)	-	-	(45.00)	-	-	-	-	-	-	(1,044.00)
	MARC labor (Piatt)	-	(386.75)	(433.50)	(561.00)	(34.00)	-	(34.00)	(238.00)	-	-	-	-	-	(1,687.25)
	Awards/Prizes	(328.38)		(1,823.13)	(302.85)	(1,763.00)			(314.27)						(4,531.63)
	EMS / Fire Police Coverage		-		(350.00)			(150.00)							(500.00)
	Food/Drink	(467.21)		(1,473.19)	(60.88)	(1,119.41)		(582.83)							(3,703.52)
	Insurance		(355.00)		(1,168.50)						(488.00)				(2,011.50)
	Misc. Supplies & Fees		(611.42)		(2,069.47)	(54.77)	(27.54)	(220.65)						(728.00)	(3,711.85)
	Porta-Potties		(400.00)		(250.00)	(850.00)		(350.00)							(1,850.00)
	Refunds		-		(70.64)			(65.00)				(131.25)			(266.89)
	Tent/ Equipment Rental		(240.00)		(487.12)										(727.12)
	Traffic Control (Flagger Force)		(594.24)		(3,262.68)										(3,856.92)
	NET PROFIT/LOSS	(1,105.59)	5,530.92	257.43	7,879.09	(1,572.86)	1,432.28	853.55	534.64	(64.09)	667.91	299.66	90.90	(1,163.00)	13,640.84

MARC ACCOUNTING UPDATE	
MONTOUR PRESERVE	
REVISED 9/8/2016	
REPORTING PERIOD 10/1/2014 - 9/8/2016	
(ENTIRE PERIOD OF MARC ENGAGEMENT W/ PRESERVE)	
EXPENSE	AMOUNT
MARC labor (1,688 hours)	\$ 32,258.91
electricity	\$ 13,807.24
internet service (equipment, installation & service)	\$ 2,904.59
security system	\$ 4,686.05
HVAC system	\$ 2,191.32
mowing (since 10/1/15)	\$ 6,245.00
snow plowing	\$ 630.00
insurance	\$ 851.36
supplies / misc.	\$ 4,494.27
website / email	\$ 840.11
maple sugaring	\$ 474.82
advertising	\$ 300.00
sewage pumping	\$ 400.00
cleaning service	\$ 880.00
water testing	\$ 720.00
phone	\$ 471.11
trash service	\$ 930.00
trailer rental	\$ 460.00
wildlife management	\$ 815.94
EXPENSE TOTAL	\$ 74,360.72
INCOME (MARC CHECKING ACCOUNT)	
AMOUNT	
Donations - direct to MARC	\$ 35,628.63
2016 Pavilion reservations (complete as of 9/2)	\$ 6,700.00
Donations -pass through from CSCF fund	\$ 62,847.00
INCOME TOTAL	\$ 105,175.63
MARC INCOME (RESTRICTED)	
AMOUNT	
pavilion reservations not yet complete	\$ 1,570.00
pavilion security deposits (refundable)	\$ 175.00
CENTRAL SUSQUEHANNA COMMUNITY FOUNDATION	
MONTOUR PRESERVE FUND	
AMOUNT	
Donations total as of 12/31/14	\$ 5,370.00
Interest 12/31/14	\$ 0.16
Admin fees 12/31/14	\$ (107.40)
Donations total 1/1/15 - 6/30/15	\$ 72,567.55
Interest 6/30/15	\$ 23.45
Donations total 7/1/15 - 12/31/15	\$ 33,438.00
interest 12/31/15	\$ 132.79
Admin fees 12/31/15	\$ (1,970.11)
MARC withdrawal 7/14/15	\$ (2,847.00)
MARC withdrawal 3/31/16	\$ (60,000.00)
Donations total 1/1/16 - 6/30/16	\$ 12,624.50
interest 6/30/16	\$ 115.39
Admin fees 6/30/16	\$ (252.49)
Donations received since 7/1/16 (per CSCF email as of 8/5/16)	\$ 3,845.00
CSCF FUND BALANCE AS OF 9/2/16	\$ 62,939.84



MONTOUR PRESERVE DONATIONS TOTAL (rev 9/2/16)	
DONATIONS DIRECT TO MARC	\$ 35,628.63
DONATIONS TO CSCF	\$ 127,845.05
DEGENSTEIN GRANT	\$ 25,000.00
PLEDGES NOT YET RECEIVED	\$ 15,000.00
STATE FUNDING NOT YET REC'D	\$ 200,000.00
TOTAL	\$ 403,473.68



CENTRAL SUSQUEHANNA
COMMUNITY FOUNDATION
For good. For ever.

**MONTOUR AREA RECREATION COMMISSION AGENCY PASS
THROUGH FUND
JAN 1 TO JUN 30, 2016**

Mr. Robert Stoudt
MARC Director
Montour Area Recreation Commission
PO Box 456
Danville, PA 17821

Beginning Balance, January 1, 2016	\$	1,231.82
Gifts.....	0.00	
Interest & Dividends.....	2.20	
Realized Gains / (Losses).....	0.00	
Unrealized Gains / (Losses).....	0.00	
Other Income.....	0.00	
Total Income		2.20
Grants.....	0.00	
Administrative Fees.....	0.00	
Investment Fees.....	0.00	
Other Expenses.....	0.00	
Total Expenses		0.00
Transfers In/(Out)		0.00
Ending Balance, June 30, 2016	\$	1,234.02

Prepared By: Al Meale, CFO (ameale@csgiving.org)

725 West Front Street, Berwick, PA 18603
www.csgiving.org * 570-752-3930



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CENTRAL SUSQUEHANNA
COMMUNITY FOUNDATION

For good. For ever.

**MONTOUR AREA RECREATION COMMISSION - MONTOUR
PRESERVE AGENCY PASS THROUGH FUND
JAN 1 TO JUN 30, 2016**

Mr. Robert Stoudt
MARC Director
Montour Area Recreation Commission
PO Box 456
Danville, PA 17821

Beginning Balance, January 1, 2016	\$	106,607.44
Gifts.....	12,624.50	
Interest & Dividends.....	115.39	
Realized Gains / (Losses).....	0.00	
Unrealized Gains / (Losses).....	0.00	
Other Income.....	0.00	
Total Income		12,739.89
Grants.....	-60,000.00	
Administrative Fees.....	-252.49	
Investment Fees.....	0.00	
Other Expenses.....	0.00	
Total Expenses		-60,252.49
Transfers In/(Out)		0.00
Ending Balance, June 30, 2016	\$	59,094.84

Prepared By: Al Meale, CFO (ameale@csgiving.org)

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Gifts:

Date	Donor	Amount
01/11/2016	Mr. William Tyler	500.00
01/19/2016	Ms. Melissa Christ	50.00
01/31/2016	Mr. and Mrs. Gerald Otterbein	250.00
02/10/2016	Mr. Sherwood Mohry	100.00
02/16/2016	Mr. David F. Voneida	500.00
02/18/2016	Mr. and Mrs. Douglas E. Smith	350.00
02/29/2016	Mrs. Carol M. Walker	10.00
03/09/2016	Emily Hontz Photography	25.00
03/10/2016	Ms. Rejena Girton	10.00
03/14/2016	Ms. Kelly Derr	10.00
03/14/2016	Karen Snyder	15.00
03/17/2016	Hughesville American Legion - Glenn Sharrow Post #35	1,000.00
03/23/2016	Mr. and Mrs. Edward M. Madalis	150.00
04/04/2016	United States Gypsum (USG)- Washingtonville	5,000.00
04/04/2016	Mrs. Linda Snyder	100.00
04/06/2016	Mr. Matthew Heintzelman and Ms. Kelly Knox	250.00
04/07/2016	Pennsylvania Association of Conservation Districts, Inc. (PACD)	100.00
04/19/2016	Mrs. Carol M. Walker	10.00
04/23/2016	Mr. Gerald C. Wood	48.90
04/28/2016	Mr. and Ms. Michael J. Steransky	100.00
05/09/2016	Danville Primary School & Home Association	1,000.00
05/09/2016	Mr. and Mrs. Randy D. Hess	100.00
05/10/2016	Mr. and Mrs. Ray Hayes	1,000.00
05/26/2016	Dr. and Mrs. Larry Mark Robbins	100.00
05/28/2016	Mr. and Mrs. E. David Melcher	97.80
06/04/2016	Mr. and Mrs. David T. Superdock	15.00
06/06/2016	Anonymous Gift	25.00
06/06/2016	Union County Conservation District	50.00
06/08/2016	Cowher's Exterior Design	100.00
06/11/2016	Mr. and Mrs. Timothy Egan	50.00
06/13/2016	Montour County Conservation District	100.00
06/13/2016	Columbia County Conservation District	50.00
06/17/2016	Ms. Helene V. Hoffman	10.00
06/20/2016	Dr. and Mrs. Thomas A. Modesto	250.00
06/25/2016	Mr. Gerald C. Wood	97.80
06/27/2016	Turbotville Area Lions Club	1,000.00
	*** Total Gifts:	12,624.50

Grants:

Date	Grantee	Amount
03/28/2016	Montour Area Recreation Commission	60,000.00
	*** Total Grants:	60,000.00

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ASSISTANT DIRECTOR'S REPORT

The assistant director was out of town for most of August. He arranged for a substitute to conduct educational programs for three summer camps visiting the preserve in his absence. Upon his return, he developed a schedule for the 2017 Master Naturalist's Program to be held at the preserve.

Jon Beam

9/6/16

MAINTENANCE TECHNICIAN'S REPORT

Helped set up and worked the Summer Heat Trail Run Race

Wired and installed manual switch to run radiator fan motor on Bobcat

Helped trim trees and haul brush away from picnic areas

Replaced many light bulbs in the VC/EEC on a rain day

Worked on the Hummingbird and Fossil Pit trails

Worked on Canal Trail with others installing mile marker signs. We are almost to the camping area with signs

Denny Piatt

9/6/16

DIRECTOR'S REPORT

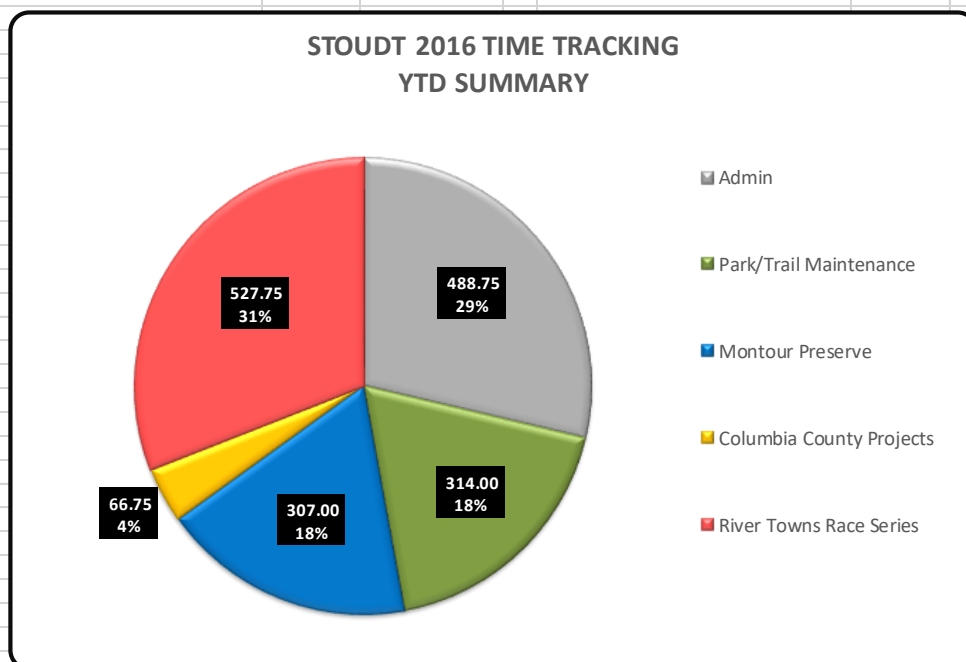
Director's Time Tracking - August

	STOUDT	PROJECT YTD TOTAL HOURS	AUGUST																																		
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2		
	MARC admin	484.00	8.00	150	100	3.00	4.00			9.00	4.00	3.00	4.00	1.00	0.50	2.25	2.50	1.25	1.00	1.00	1.00	0.25	2.00	150	2.50	2.00	150	3.00	2.00	100	4.00						
	Other projects / events	91.75																									150	0.75									
park / trail maintenance	East Branch Recreation Area	10.00				0.25				0.25	0.25										0.25																
	Hess Recreation Area	89.00	0.25	0.25	0.25	0.25	0.25		0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	1.00	0.25	0.25	0.25	0.25	0.25	0.25	0.25	1.00	0.25	0.25	0.25	0.25	0.25	0.25	0.25		
	Hopewell Park / Danville Farm Trails	7.75									0.25									0.25	0.25		0.25										0.75				
	North Branch Canal Trail	107.25		0.25							0.50	0.25	0.25			0.25	0.25	0.75	3.75	0.50		0.50	1.00	0.25	0.25				0.25	2.00	8.25	7.50					
	River Drive trailhead / river access	1.00																																			
Montour Preserve	Montour Preserve admin	122.75	0.25	0.25	0.25	0.25			0.25	1.25	3.50	4.00	0.50	0.25	0.25	0.75	0.50	0.25	0.25	0.25	0.25	0.25	0.25	1.75	1.25	1.75	1.00	5.75	1.50	1.50	1.00						
	Montour Preserve programming	7.25																																			
	Montour Preserve maintenance	166.25	3.00		1.25	2.00	0.75			1.00	0.75	1.00	2.00	4.00	1.00	0.50	2.50	0.75	1.50	2.00	3.00		1.75														
	Columbia Co. admin/misc.	0.75																																			
	Columbia Co. North Branch Canal Trail	65.50		0.25							0.50	0.25	0.25			0.25	0.25	0.75	3.75	0.50		0.50	1.00	0.25	0.25						2.00						
Columbia County	Columbia Co. Fishing Creek	0.25																																			
	Columbia Co. other																																				
	Columbia Co. other 2																																				
	Columbia Co. other 3																																				
	RTRS Admin / Misc.	21.75																																			
	RTRS Awards Luncheon	15.50																																			
	Humdinger Trail Races	83.50																																			
	Montour Preserve Spring Fever Trail Runs	57.00																																			
	River Towns Half-Marathon	88.75																																	0.50		
	Worlds End 50k / 100k	78.75																																			
River Towns Race Series	Old Forge Brewing Co. 5k	35.00			1.00																																
	Montour 24 Endurance Runs	77.50								1.00				2.00			1.00																				
	Montour Preserve Summer Heat Trail Runs	28.25		0.25					0.25	1.50	0.25	2.00	4.00	0.50	0.50	2.50																			0.50		
	Hopewell Challenge Mountain Bike Race	0.75															1.00	1.00	2.75	0.50	1.50	1.00	2.50	12.5	2.00	3.50	3.00							0.25			
	Chilli Challenge	29.50																												1.75							
	Robbins Run 5k / 10k	4.50																																			
	Boneshaker Cyclocross																																				
	DAILY TOTALS	1674.25	1150	2.00	3.50	6.50	5.25		0.25	11.75	12.50	9.25	9.25	9.50	11.50	4.00	9.75	6.50	6.75	11.00	6.00	6.75	3.00	7.00	6.00	9.00	10.00	4.25	7.50	4.00	6.50	10.25	10.50	9.00	5.00		
	WEEKLY PAYROLL TOTAL		34.75										114.75										50.75										46.75				
	BIWEEKLY PAYROLL TOTAL																																				
PAYROLL PERIOD												17										18										45.25					

DIRECTOR'S REPORT (continued)

Director's 2016 Year-to-Date Time Accounting as of 9/7/16

2016 STOUDT TIME ACCOUNTING YEAR-TO-DATE SUMMARY			2016 STOUDT TIME ACCOUNTING (GROUPED BY CATEGORY) YEAR-TO-DATE SUMMARY		
TASK	HOURS	COST W/O TAXES (\$20.00/hr)	TASK	HOURS	COST
MARC admin	488.75	\$ 9,775.00	Admin	488.75	9,775.00
Other projects / events	91.75	\$ 1,835.00	Park/Trail Maintenance	314.00	6,280.00
East Branch Recreation Area	10.25	\$ 205.00	Montour Preserve	307.00	6,140.00
Hess Recreation Area	90.50	\$ 1,810.00	Columbia County Projects	66.75	1,335.00
Hopewell Park / Danville Farm Trails	7.75	\$ 155.00	River Towns Race Series	527.75	10,555.00
North Branch Canal Trail	112.75	\$ 2,255.00	overtime	372.50	3,725.00
River Drive trailhead / river access	1.00	\$ 20.00	2016 YTD TOTALS	2,076.75	37,810.00
Montour Preserve admin	125.00	\$ 2,500.00			
Montour Preserve programming	7.25	\$ 145.00			
Montour Preserve maintenance	174.75	\$ 3,495.00			
Columbia Co. admin/misc.	0.75	\$ 15.00			
Columbia Co. North Branch Canal Trail	65.75	\$ 1,315.00			
Columbia Co. Fishing Creek	0.25	\$ 5.00			
Columbia Co. other	-	\$ -			
Columbia Co. other 2	-	\$ -			
Columbia Co. other 3	-	\$ -			
RTRS Admin / Misc.	21.75	\$ 435.00			
RTRS Awards Luncheon	15.50	\$ 310.00			
Humdinger Trail Races	83.50	\$ 1,670.00			
Montour Preserve Spring Fever Trail Runs	57.00	\$ 1,140.00			
River Towns Half-Marathon	88.75	\$ 1,775.00			
Worlds End 50k / 100k	78.75	\$ 1,575.00			
Old Forge Brewing Co. 5k	35.00	\$ 700.00			
Montour 24 Endurance Runs	77.50	\$ 1,550.00			
Montour Preserve Summer Heat Trail Runs	28.25	\$ 565.00			
Hopewell Challenge Mountain Bike Race	7.75	\$ 155.00			
Chilli Challenge	29.50	\$ 590.00			
Robbins Run 5k / 10k	4.50	\$ 90.00			
Boneshaker Cyclocross	-	\$ -			
2016 YTD BASE HOURS	1,704.25	\$ 34,085.00			
2016 YTD OVERTIME	372.50	\$ 3,725.00			
TOTAL YTD COMPENSATION	2,076.75	\$ 37,810.00			



DIRECTOR'S REPORT (continued)

GRANTS

- **Montour County Commissioners' 2016 Tourism Fund grants (no change since last meeting)**
 - \$10,000 granted on 1/26/16 for 2016 River Towns Race Series advertising / promotion
 - As of 6/12/16, all funds have been expended
 - \$5,000 granted on 1/26/16 for 2016 Montour Preserve operation
 - Per PA County Code Hotel Tax legislation, these funds must be used to promote the Montour Preserve as a tourism destination
- **Williams Transco Pipeline Atlantic Sunrise Project / The Conservation Fund Environmental Stewardship Program**
 - \$146,000 granted to Susquehanna Greenway Partnership (SGP) on 10/1/15
 - SGP to administer grant, assist with sign design and planning and assist MARC with project implementation; SGP retains \$7,500
 - MARC may be reimbursed a total of \$138,500 in eligible grant expenses incurred between 10/1/15 and 9/30/16
 - MARC has so far been reimbursed \$79,628.27 in North Branch Canal Trail expenses incurred 9/1/15 – 6/23/16
 - MARC will submit one final request for reimbursement of \$58,871.73 in eligible project expenses incurred 6/24/16 – 9/30/16 (grant closeout)
 - **NOTE:** MARC must reimburse to Montour County \$114,421 (plus interest as applicable) in funding provided by the county to MARC for up-front funding of project expenses while MARC awaited grant reimbursement

PROJECTS/MANAGED SITES

- **East Branch Recreation Area**
 - \$2,430.66 remains earmarked in our account for site supplies
 - \$7,305.50 remains earmarked in our account for site maintenance through 4/30/17
 - Site maintenance has been uneventful this year; usage has been relatively light
- **River Drive parcel (North Branch Canal Trail trailhead and river access) (no change since last meeting)**
 - Additional site enhancements will be done in coming months as schedule permits
- **Hopewell Park / Danville Borough Farm**
 - Trail maintenance and upgrades are ongoing thanks to volunteer efforts
 - Trails were in excellent condition for the 9/3 Hopewell Challenge Mountain Bike Races; Dave Decoteau (Riverside Adventure Company) and Kevin Bowie in particular deserve a great deal of credit for their stewardship of the trail network
 - Stoudt, Decoteau and Bowie are considering updates to trailhead kiosk signage, brochures and trail signs; upgrades will be made as funding allows

DIRECTOR'S REPORT (continued)

PROJECTS/MANAGED SITES (continued)

- **Hess Recreation Area**

- Skatepark
 - \$100 remains earmarked in our account for the project, specifically earmarked for reconstruction of the central pyramidal feature
 - Concrete cracks need to be sealed before they become worse
- Ballfields
 - Despite infield work done in April, the softball field remains in relatively poor condition; a significant investment of time and effort is needed to restore the field to good condition
- Road
 - MARC will request that Danville Borough assist with pothole repair / chip and tar surfacing of the park entrance road in 2017
- Other
 - MARC anticipates continued heavy use of the site in 2017

- **Montour Township (Columbia County) parcel**

- MARC is responsible for mowing / maintenance of this parcel in return for permission to use the site for material staging and access to the North Branch Canal Trail
- MARC's mowing contractor continues to mow the site as needed
- No concerns have been noted

- **Montour Preserve**

- Montour County/MARC will receive \$200,000 in funding from the Commonwealth of PA for Montour Preserve operation and maintenance; specific grant details remain unknown at this time
- MARC took possession of a Bobcat utility vehicle from USG on 7/8; Piatt has been working to make minor repairs to ensure reliable operation
- HVAC and telephone system repairs have been completed
- Pavilion rentals for the 2016 season essentially end by 10/2
- Staff from Lowe's in Bloomsburg completed a significant amount of volunteer work at the Preserve in August, including donations of sand, mulch, lumber and other materials
- MARC staff will winterize the Goose Cove and Heron Cove restrooms in October, as well as move the boat dock and fishing pier to their winter storage locations (moves anticipated late October, weather permitting)
- Please see page 10 of this agenda packet for accounting summary

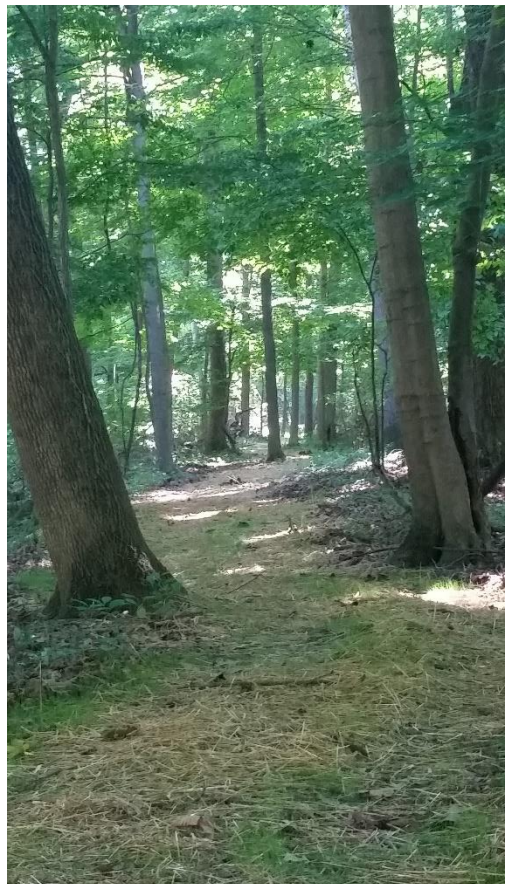
DIRECTOR'S REPORT (continued)

PROJECTS/MANAGED SITES (continued)

- **North Branch Canal Trail**

- Earthwork Services has completed all contracted work on time and on budget
 - Stoudt and intern Crisp met with Earthwork Services staff on 7/21 to perform a semi-final inspection; several minor issues found to be corrected, but Stoudt was extremely pleased with the completed work
 - A final inspection by the Montour and Columbia County Conservation Districts is scheduled for the morning of 9/12
 - Final payment to Earthwork Services is due upon the successful completion of the final inspection by the conservation districts (tentative action item for this meeting)
 - Project photos provided as pages 20 – 25 of this agenda packet
- MARC anticipates finishing the installation of trail signage during the week of 9/12 – 9/16
- MARC's final request for grant reimbursement from the Williams Transco Pipeline Atlantic Sunrise Project / The Conservation Fund Environmental Stewardship Program can be submitted when signage installation is complete (must be done before 10/1)
- Stoudt recommends opening the Montour County portion of the trail (miles 0.0 through 3.5) at this time (tentative action item for this meeting); the Columbia County portion of the trail cannot be opened until land transfer is complete
- MARC must consider the potential liability of an ongoing dispute with an adjacent landowner (tentative action item for this meeting)

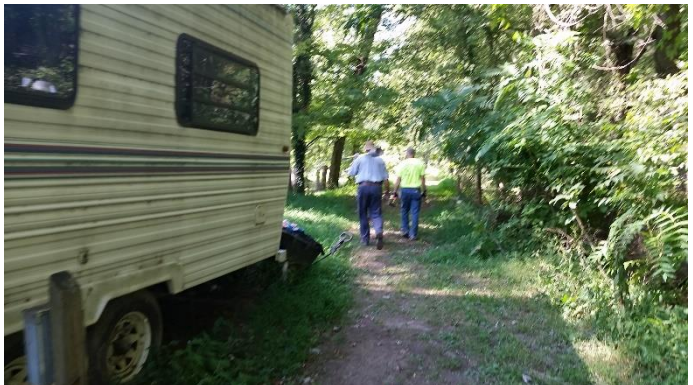
DIRECTOR'S REPORT (continued)



DIRECTOR'S REPORT (continued)



DIRECTOR'S REPORT (continued)



DIRECTOR'S REPORT (continued)



DIRECTOR'S REPORT (continued)



DIRECTOR'S REPORT (continued)



DIRECTOR'S REPORT (continued)

PROJECTS/MANAGED SITES (continued)

- **River Towns Race Series**

- Since our last meeting, we have successfully conducted both the Montour Preserve Summer Heat Trail Runs and the Hopewell Challenge Mountain Bike Race (race directed by Dave Decoteau / Riverside Adventure Company)
- Dave Walker has created a map showing the locations from which this year's Montour 24 racer came: <http://batchgeo.com/map/0b5f521e37f1e2573b4db9f5c9ffc3d1>
- Proposed 2017 season schedule to be presented at the October meeting

OTHER


- Vegetation clearing completed on 7/28 at the Riverside Borough river access; minor additional work (including signage) needed before MARC recommends advertising to the public (**no change since last meeting**)
- SECV8's 'In Your Neighborhood' program (hosted by Chris O'Rourke) recently featured a story about MARC's recent accomplishments with the North Branch Canal Trail, Montour Preserve, Hopewell Park Mountain Bike Trails and other projects. The promotion for the story can be found at: <http://www.secv8.com/iyn7-ep6-teaser/>. The show can be seen during September on Wednesdays and Fridays at 6:30pm and 9:30pm or on Saturdays and Sundays at 1:00pm and 4:30pm.
- MARC has used the majority of the \$3,000 grant received from PPL in 2015 to purchase a new utility trailer and materials for repairs to the Bobcat utility vehicle donated to MARC by USG.



UPCOMING EVENTS AND MEETINGS

- 9/24 Chilli Challenge (volunteers needed)
- 10/10 MARC meeting

STOUDT EXPENSE REPORT (RECEIPTS TO BE PROVIDED DURING MEETING)

Expense Report			
Transaction Date	Description	Account	Amount
8/9/16	Cole's Hardware (bird feeding supplies for Preserve)	Montour Preserve	\$ 63.56
8/9/16	Amazon.com (toner cartridges)	office supplies	\$ 151.18
8/9/16	Amazon.com (paper towels and toilet paper)	Montour Preserve	\$ 112.44
8/9/16	Amazon.com (cargo rack and net for Bobcat)	PPL grant - utility vehicle/trailer	\$ 166.10
8/10/16	Cole's Hardware (light bulbs, trash bags and Pine Sol)	Montour Preserve	\$ 135.56
8/10/16	USPS Danville (stamps)	office supplies	\$ 37.60
8/11/16	Weis (bleach)	River Towns Race Series - misc. expenses	\$ 9.62
8/11/16	diesel fuel	park maintenance tools & supplies	\$ 11.80
8/11/16	Best Line Equipment (trailer)	PPL grant - utility vehicle/trailer	\$ 2,182.00
8/12/16	Weis (food for Summer Heat Trail Runs)	RTRS - Summer Heat Trail Runs food & drink	\$ 81.70
8/12/16	Cole's Hardware (cleaning supplies, lock and chain for trailer)	\$45.02 RTRS - misc. expenses; \$43.87 Montour Preserve	\$ 88.89
8/12/16	2 Twisted Sisters (Summer Heat t-shirts)	RTRS - Summer Heat Trail Runs t-shirts	\$ 500.00
8/15/16	NAPA (wheel chocks)	park maintenance tools & supplies	\$ 48.74
8/17/16	Cole's Hardware (light bulbs)	Montour Preserve	\$ 84.69
8/25/16	2 Twisted Sisters (Chilli Challenge t-shirts)	RTRS - Chilli Challenge (t-shirts)	\$ 1,529.50
8/26/16	Cole's Hardware (trash bags)	Montour Preserve	\$ 47.66
8/26/16	MailChimp (email advertising)	\$16.67 Montour Preserve; \$16.67 misc. expenses; \$16.66 River Towns Race Series advertising	\$ 50.00
8/27/16	HughesNet (Montour Preserve internet service and repair visit)	Montour Preserve	\$ 442.68
8/27/16	Food Shop 1 (diesel fuel)	Montour Preserve	\$ 15.44
8/28/16	Cole's Hardware (trash bags, paper towels and toilet paper for Hess; hardware)	\$53.70 Hess maintenance; \$32.25 park maintenance tools & supplies	\$ 85.95
8/30/16	Best Line Equipment (post hole digger rental)	North Branch Canal Trail (Williams grant eligible)	\$ 679.38
8/30/16	Best Line Equipment (muffler and parts for Bobcat utility vehicle)	PPL grant - utility vehicle/trailer	\$ 490.96
8/31/16	Facebook Advertising (race promotions)	\$25 Hopewell Challenge advertising; \$25 Chilli Challenge advertising	\$ 50.00
9/1/16	Cole's Hardware (bolts and washers for North Branch Canal Trail signage)	North Branch Canal Trail (Williams grant eligible)	\$ 22.59
9/7/16	Cole's Hardware (trash bags and bolts)	\$41.31 Montour Preserve; \$5.03 North Branch Canal Trail (Williams grant eligible)	\$ 46.34
EXPENSE REPORT TOTAL			\$ 7,134.38
Name:	Robert Stoudt	Date Submitted:	9/12/2016
Signature:			
		Date Paid:	
Approved by:			
		Check #:	

STOUDT EXPENSE REPORT (EXPENSE CATEGORY DETAIL)

CATEGORY	TOTAL	AMOUNTS										
Hess Field maintenance	53.70	53.70										
misc. expenses	16.67	16.67										
Montour Preserve	1,003.88	63.56	112.44	135.56	43.87	84.69	442.68	47.66	15.44	41.31	16.67	
North Branch Canal Trail	707.00	22.59	679.38	5.03								
office supplies	188.78	151.18	37.60									
park maintenance tools & supplies	92.79	11.80	48.74	32.25								
PPL grant - utility vehicle / trailer	2,839.06	166.10	2,182.00	490.96								
RTRS - advertising	16.66	16.66										
RTRS - Chilli Challenge advertising	25.00	25.00										
RTRS - Chilli Challenge t-shirts	1,529.50	1,529.50										
RTRS - Hopewell Challenge advertising	25.00	25.00										
RTRS - misc. supplies	54.64	9.62	45.02									
RTRS - Summer Heat Trail Runs food & drink	81.70	81.70										
RTRS - Summer Heat t-shirts	500.00	500.00										
TOTAL	7,134.38											