



PO Box 456, Danville, PA 17821 | (570) 336-2060 | RStoudt@MontourRec.com

May 20, 2019 Regular Meeting Agenda

7:00pm – DRIVE conference room, 17 Woodbine Lane, Danville, PA 17821

Call to Order

Bid Opening – Montour Preserve HVAC Systems Replacement

Public Comment

Officer Reports

- Chairman's Report (Mike Mills)
- Treasurer's Report (Tyler Dombroski) (**pages 2 - 16**)
- Secretary's Report (Chris Johns)

Partner Reports

- Washingtonville Borough (Frank Dombroski / Tyler Dombroski)
- Danville Borough (Kevin Herritt / Dr. Dan Rogers)
- Riverside Borough (Bill Lavage / Kyle Postupack)
- Montour County (Commissioner Dan Hartman)
- Danville Area School District (Chris Johns)

Director's Report (Bob Stoudt) (pages 17 - 22**)**

Old Business

New Business

Other Items

- Auction of land adjacent to Geisinger Stewardship Forest (**pages 23 – 24**)

Adjournment

next meeting: June 24, 2019

MARC Savings Account (ID 01) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
transfer	4/30/19	5/1/19	4/1 - 4/30/19	transfer to general checking account to reimburse DCNR grant-eligible labor 3/17 - 4/27	7,785.79		28,176.20
transfer	4/30/19	5/1/19	4/1 - 4/30/19	transfer to general checking account to reimburse DCNR grant-eligible expenses 3/29 - 4/30	1,074.79		27,101.41
transfer	5/10/19			transfer to DCNR grant checking account to reimburse bills paid 5/8	1,446.98		25,654.43
transfer	5/13/19			transfer to DCNR grant checking account to reimburse bills paid 5/8	1,098.00		24,556.43

Montour Preserve DCED Grant Checking Account (ID 42) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Debit (-)	Credit (+)	Account Balance
				new account opened 2/15/19				-
deposit	4/15/19	5/1/19	4/1/19 - 4/30/19	DCED grant deposit			100,000.00	100,000.00
interest	4/30/19	5/1/19	4/1/19 - 4/30/19	dividend interest earned 4/1 - 4/30			103.89	100,103.89
98	5/8/19			Hoover Tractor (tractor and accessory purchase)	DCED Montour Preserve grant - tractor purchase	30,000.00		70,103.89

Montour Preserve DCNR Grant Checking Account (ID 41) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Debit (-)	Credit (+)	Account Balance
334	5/8/19			Candy Fisher (cleaning 2/22 - 4/29)	Montour Preserve (cleaning)	800.00		(800.00)
335	5/8/19			Ted Heaps Container Service (trash removal)	Montour Preserve (trash removal)	125.00		(925.00)
336	5/8/19			Pace Analytical Services (water testing)	Montour Preserve (water testing)	70.00		(995.00)
337	5/8/19			Robert Stoudt (5/8 expense report: Lowes (flowers); Larry's Lumber (culvert pipes); Renco Ace Hardware (bolts and nuts))	\$96.55 Montour Preserve (maintenance/misc); \$1,312.69 Montour Preserve (maintenance/misc); \$37.74 Montour Preserve (maintenance/misc)	1,446.98		(2,441.98)
338	5/8/19			MePush, Inc. (Montour Preserve website hosting)	Montour Preserve (website hosting)	33.00		(2,474.98)
339	5/8/19			Pace Analytical Services (water testing)	Montour Preserve (water testing)	70.00		(2,544.98)
transfer	5/10/19			transfer from savings account to reimburse bills paid 5/8			1,446.98	(1,098.00)
transfer	5/13/19			transfer from savings account to reimburse bills paid 5/8			1,098.00	0.00



MARC 2019 Checking Account (ID 40) Register

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
6050	4/29/19	5/1/19		Elijah Evans Excavating (Hess Field parking lot repair)	Hess Recreation Area		2,500.00		40,611.41
6051	4/29/19	5/1/19		Dennis Piatt (payroll 4/14 - 4/27)	payroll - Piatt		420.65		40,190.76
6052	4/29/19	5/1/19		Jon Beam (payroll 4/14 - 4/27)	payroll - Beam		640.62		39,550.14
6053	4/29/19	5/1/19		Lesley Yeich (payroll 3/31 - 4/13 and 4/14 - 4/27)	payroll - Yeich		269.28		39,280.86
6054	4/29/19	5/1/19		Robert Stoudt (payroll 4/14 - 4/27)	payroll - Stoudt		1,798.60		37,482.26
automatic payment	4/30/19	5/1/19	4/1/19 - 4/30/19	US Treasury (Q1 taxes)	payroll taxes		82.83		37,399.43
automatic payment	4/30/19	5/1/19	4/1/19 - 4/30/19	PA UC Fund (Q1 taxes)	payroll taxes		518.33		36,881.10
automatic payment	4/30/19	5/1/19		Danville Area Earned Income (Q1 taxes)	payroll taxes		289.87		36,591.23
deposit	4/30/19	5/1/19	4/1/19 - 4/30/19	deposit	\$10,000 unrestricted donation (Geisinger Health System); \$375 Montour Preserve pavilion reservations; \$30 Montour Preserve donations; \$50 Hess Recreation Area users' fee)			10,455.00	47,046.23
transfer	4/30/19	5/1/19	4/1/19 - 4/30/19	transfer from savings account to reimburse DCNR grant-eligible labor 3/17 - 4/27				7,785.79	54,832.02
transfer	4/30/19	5/1/19	4/1/19 - 4/30/19	transfer from savings account to reimburse DCNR grant-eligible expenses 3/29 - 4/30				1,074.79	55,906.81
debit card	4/30/19	5/1/19		Cole's Hardware (trash bags and gloves)	Hess Recreation Area		45.81		55,861.00
interest	4/30/19	5/1/19	4/1/19 - 4/30/19	dividend interest earned 4/1 - 4/30	interest			5.85	55,866.85
debit card	5/8/19			Cole's Hardware (bird seed, hummingbird feeder and feed, light bulbs)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	425.99		55,440.86
6055	5/8/19			Hoover Tractor (tractor and accessories purchase)	Montour Preserve (tractor purchase)		8,399.58		47,041.28
6056	5/8/19			Ted Heaps Container Service (trash removal)	Hess Recreation Area		65.00		46,976.28
6057	5/8/19			MePush, Inc. (MARC and Humdinger website hosting)	\$33 Humdinger (advertising); \$33 misc. expenses		66.00		46,910.28
debit card	5/9/19			Amazon.com (light bulbs)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	158.07		46,752.21
debit card	5/13/19			GoDaddy.com (one-year renewal of Montour Preserve email service)	Montour Preserve (email)	DCNR Montour Preserve	63.48		46,688.73
automatic payment	5/15/19			US Treasury (April payroll taxes)	payroll taxes		310.70		46,378.03
automatic payment	5/15/19			PA Dept. of Revenue (April payroll taxes)	payroll taxes		2,249.54		44,128.49



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Statement Period: 04/01/2019-04/30/2019

Page 1 of 4

Summary of Accounts:

	Ending Balance	YTD Dividend	Member Number: 584727
Savings			
01 - REGULAR SAVINGS	27,101.41	18.79	
40 - CHECKING	62,611.85	22.38	
41 - DCNR GRANT CHECKING	1,854.48	0.15	
42 - DCED GRANT CHECKING	100,103.89	103.89	
Total	191,471.61	145.21	

Authorized Signer(s): **WILLIAM LAVAGE, ROBERT T STOUDT, MICHAEL B MILLS**

ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 1		Balance Forward			38,083.40
Apr 24	Apr 25	Withdrawal Home Banking Transfer To Share 41		-2,121.41	35,961.99
		bills paid 4/23			
Apr 30		Withdrawal Home Banking Transfer To Share 40		-7,785.79	28,176.20
		labor 3/17 - 4/27			
Apr 30		Withdrawal Home Banking Transfer To Share 40		-1,074.79	27,101.41
		bills paid 3/29 - 4/30			
Apr 30		Ending Balance			27,101.41
		Total Withdrawals 10,981.99			

ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 1		Balance Forward			49,331.56
Apr 1		Draft 6032		-450.93	48,880.63
Apr 1		Draft 6028		-860.00	48,020.63
Apr 1		Draft 6033		-926.82	47,093.81
Apr 2		Draft 6026		-92.00	47,001.81
Apr 2		Draft 6034		-229.87	46,771.94
Apr 3		Draft 6030		-65.00	46,706.94
Apr 3		Draft 6029		-66.00	46,640.94
Apr 3		Draft 6036		-99.00	46,541.94
Apr 4		Withdrawal Debit Card		-13.09	46,528.85
		4/3 LOWES #01868* BLOOMSBURG PA			
Apr 5		Draft 6031		-275.00	46,253.85
Apr 8		Withdrawal Debit Card		-15.88	46,237.97
		4/5 COLES HARDWARE - DANVILLE DANVILLE PA			
Apr 8		Deposit by Check	3,141.96		49,379.93
Apr 10		Withdrawal Debit Card		-27.51	49,352.42
		4/8 COLES HARDWARE - DANVILLE DANVILLE PA			
Apr 12		Withdrawal Debit Card		-17.01	49,335.41
		4/11 FOOD SHOP TWO DANVILLE PA			

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Member Number: 584727
Statement Period: 04/01/2019-04/30/2019

Page 2 of 4

ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 12		Withdrawal POS #766075 AMAZON.COM*MZ2WZ8CH2 SEATTLE WA		-253.12	49,082.29
Apr 13		Withdrawal Debit Card 4/11 COLES HARDWARE - DANVILLE DANVILLE PA		-85.72	48,996.57
Apr 15		Withdrawal ACH COMMWLTHOFPA INT TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT		-237.81	48,758.76
Apr 15		Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		-1,738.22	47,020.54
Apr 15		Withdrawal POS #641848 AMAZON.COM*MZ11R54L2 SEATTLE WA		-84.20	46,936.34
Apr 15		Withdrawal POS #643419 AMAZON.COM*MZ82Y3FN2 SEATTLE WA		-25.91	46,910.43
Apr 17		Withdrawal Debit Card 4/15 COLES HARDWARE - DANVILLE DANVILLE PA		-68.89	46,843.54
Apr 19	Apr 20	Withdrawal POS #036188 AMAZON.COM*MZ1ZD2PL0 SEATTLE WA		-168.84	46,674.70
Apr 19	Apr 20	Withdrawal POS #036200 AMAZON.COM*MZ5PR4XZ1 SEATTLE WA		-169.60	46,505.10
Apr 20		Withdrawal Debit Card 4/18 COLES HARDWARE - DANVILLE DANVILLE PA		-295.35	46,209.75
Apr 20		Withdrawal Debit Card 4/18 COLES HARDWARE - DANVILLE DANVILLE PA		-13.32	46,196.43
Apr 19	Apr 21	Withdrawal POS #793109 AMAZON.COM*MZ0NN9EQ2 SEATTLE WA		-158.90	46,037.53
Apr 23		Deposit	988.00		47,005.53
Apr 23		Deposit by Check	2,115.00		49,120.53
Apr 24		Draft 6037		-42.78	49,077.75
Apr 24		Draft 6041		-1,399.24	47,678.51
Apr 24		Draft 6044		-1,486.37	46,192.14
Apr 25		Draft 6043		-518.75	45,673.39
Apr 25		Draft 6039		-670.58	45,002.81
Apr 26		Withdrawal Debit Card 4/24 COLES HARDWARE - DANVILLE DANVILLE PA		-68.64	44,934.17
Apr 29		Draft 6046		-68.00	44,866.17
Apr 29		Draft 6042		-362.15	44,506.02
Apr 29		Draft 6038		-450.92	44,055.10
Apr 30		Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		-82.83	43,972.27
Apr 30		Withdrawal ACH UNEMP COMP EFT TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT		-518.33	43,453.94
Apr 30		Deposit Home Banking Transfer From Share 01 labor 3/17 - 4/27	7,785.79		51,239.73
Apr 30		Deposit Home Banking Transfer From Share 01 bills paid 3/29 - 4/30	1,074.79		52,314.52
Apr 30		Deposit by Check	10,455.00		62,769.52
Apr 30		Draft 6045		-65.00	62,704.52
Apr 30		Draft 6040		-98.52	62,606.00
Apr 30		Deposit Dividend Dividend Post Annual Percentage Yield Earned 0.150% from 04/01/2019 through 04/30/2019	5.85		62,611.85
Apr 30		Ending Balance			62,611.85
		Total Deposits 25,546.39			
		Total Withdrawals 12,266.10			

Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Apr 2	□ 6026	92.00	Apr 3	□ 6029	68.00	Apr 5	□ 6031	275.00
Apr 1	□ 6028*	860.00	Apr 3	□ 6030	65.00	Apr 1	□ 6032	450.93

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Member Number: 584727
Statement Period: 04/01/2019-04/30/2019

Page 3 of 4

Drafts for 40 - CHECKING - Continued								
Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Apr 1	□ 6033	926.82	Apr 25	□ 6039	670.58	Apr 25	□ 6043	518.75
Apr 2	□ 6034	229.87	Apr 30	□ 6040	98.52	Apr 24	□ 6044	1,486.37
Apr 3	□ 6036*	99.00	Apr 24	□ 6041	1,399.24	Apr 30	□ 6045	65.00
Apr 24	□ 6037	42.78	Apr 29	□ 6042	362.15	Apr 29	□ 6046	66.00
Apr 29	□ 6038	450.92						

* denotes skipped sequence

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

ID 41 DCNR GRANT CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 1		Balance Forward			3,301.65
Apr 2		Draft 322		-112.47	3,189.18
		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 8564577000			
Apr 2		Draft 321		-31.55	3,157.63
Apr 2		Draft 319		-41.08	3,116.55
Apr 2		Draft 30320		-568.39	2,548.16
Apr 2		Draft 318		-915.82	1,632.24
Apr 3		Draft 316		-33.00	1,599.24
Apr 3		Draft 317		-125.00	1,474.24
Apr 8		Draft 314		-730.00	744.24
Apr 24		Draft 323		-744.16	0.08
Apr 24	Apr 25	Deposit Home Banking Transfer From Share 01	2,121.41		2,121.49
		bills paid 4/23			
Apr 29		Draft 328		-104.05	2,017.44
		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 8564577000			
Apr 29		Draft 324		-33.00	1,984.44
Apr 30		Draft 325		-125.00	1,859.44
Apr 30		Draft 327		-204.98	1,654.46
Apr 30		Ending Balance			1,654.46
		Total Deposits 2,121.41			
		Total Withdrawals 3,768.60			

Drafts for 41 - DCNR GRANT CHECKING								
Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Apr 2	□ 30320*	568.39	Apr 2	□ 319	41.08	Apr 29	□ 324	33.00
Apr 8	□ 314	730.00	Apr 2	□ 321*	31.55	Apr 30	□ 325	125.00
Apr 3	□ 316*	33.00	Apr 2	□ 322	112.47	Apr 30	□ 327*	204.98
Apr 3	□ 317	125.00	Apr 24	□ 323	744.16	Apr 29	□ 328	104.05
Apr 2	□ 318	915.92						

* denotes skipped sequence

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

ID 42 DCED GRANT CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 1		Balance Forward			0.00
Apr 15		Deposit by Check	100,000.00		100,000.00
Apr 30		Deposit Dividend Dividend Post	103.89		100,103.89

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Member Number: 584727
Statement Period: 04/01/2019-04/30/2019

Page 4 of 4

ID 42 DCED GRANT CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
		Annual Percentage Yield Earned 2.400% from 04/01/2019 through 04/30/2019			
		Ending Balance			100,103.89
		Total Deposits 100,103.89			
			Total for This Period	Total Year-to-Date	
Returned Item Fees			0.00	0.00	
Overdraft Fees			0.00	0.00	

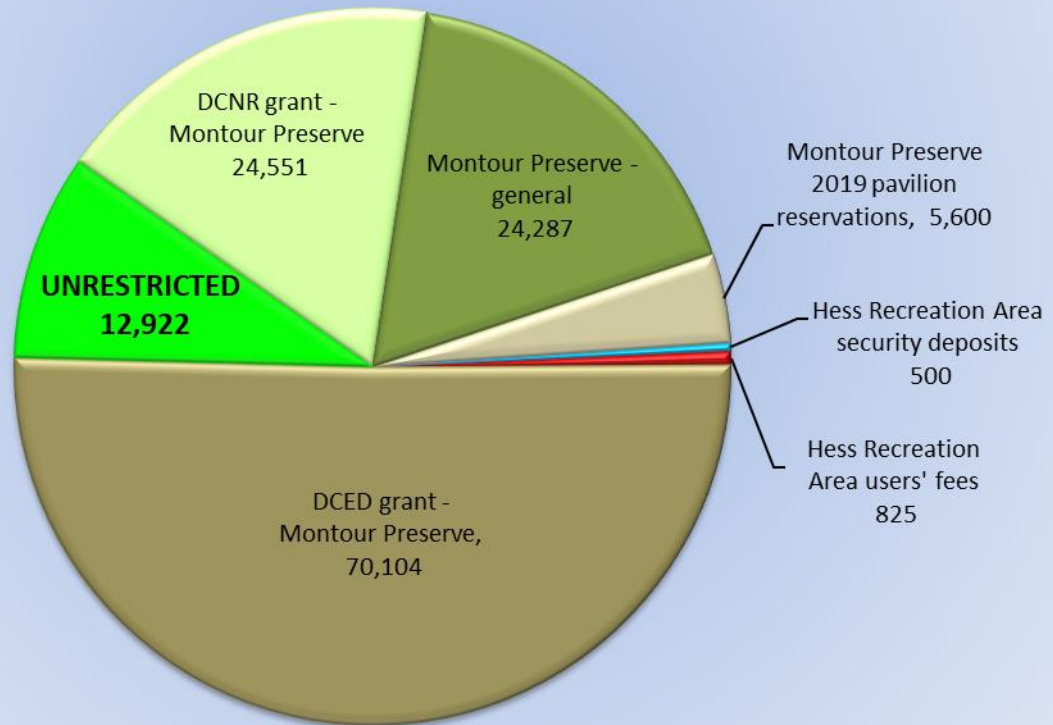
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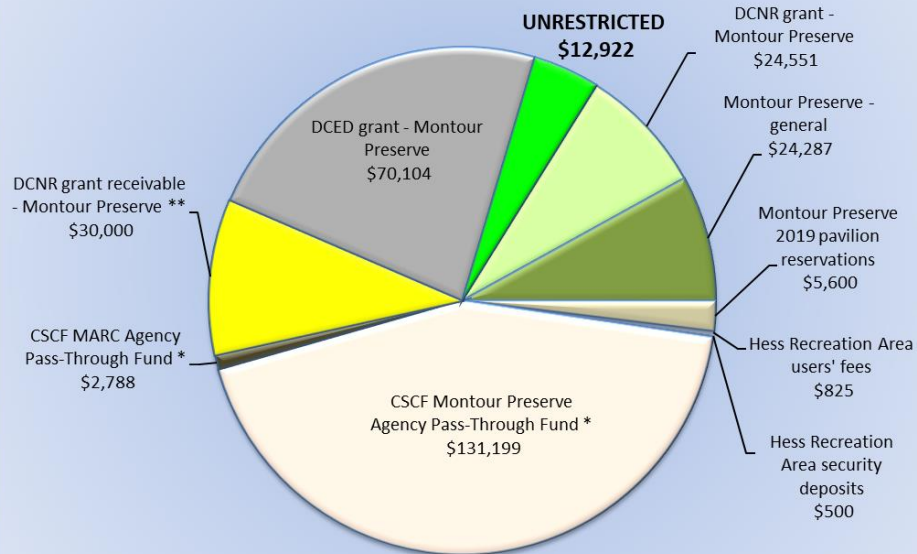
DEPOSITS NOT YET POSTED			
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
TOTAL \$			-

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
03/11/19	6027	Starr Portables (porta-potty service for Humdinger)	325.00
04/18/19	6047	Denise Slanga (Montour Preserve pavilion refund)	75.00
04/26/19	6048	Robert Stoudt (4/26 expense report - wooden stakes and MailChimp email service)	25.17
04/26/19	6049	Susan Shultz, CPA (Q1 accounting and payroll processing)	355.00
04/29/19	6050	Elijah Evans Excavating (Hess Field parking lot repair)	2,500.00
04/29/19	6051	Dennis Piatt (payroll 4/14 - 4/27)	420.65
04/29/19	6052	Jon Beam (payroll 4/14 - 4/27)	640.62
04/29/19	6053	Lesley Yeich (payroll 3/31 - 4/13 and 4/14 - 4/27)	269.28
04/29/19	6054	Robert Stoudt (payroll 4/14 - 4/27)	1,798.60
04/30/19	auto pay	Danville Area Earned Income (Q1 taxes)	289.87
04/30/19	debit card	Cole's Hardware (trash bags and gloves)	45.81
04/18/19	326	Starr Portables (porta-potty for maple sugaring)	125.00
04/23/19	329	PPL Electric Utilities (electricity)	626.55
04/23/19	330	PPL Electric Utilities (electricity)	40.13
04/23/19	331	PPL Electric Utilities (electricity)	388.56
04/23/19	332	PPL Electric Utilities (electricity)	31.55
04/23/19	333	Robert Stoudt (4/26 expense report - brake cleaner, threadlocker, 10 ton stone for boat launch repair, Hughesnet internet service and MailChimp email service)	442.67
TOTAL			\$ 8,399.46

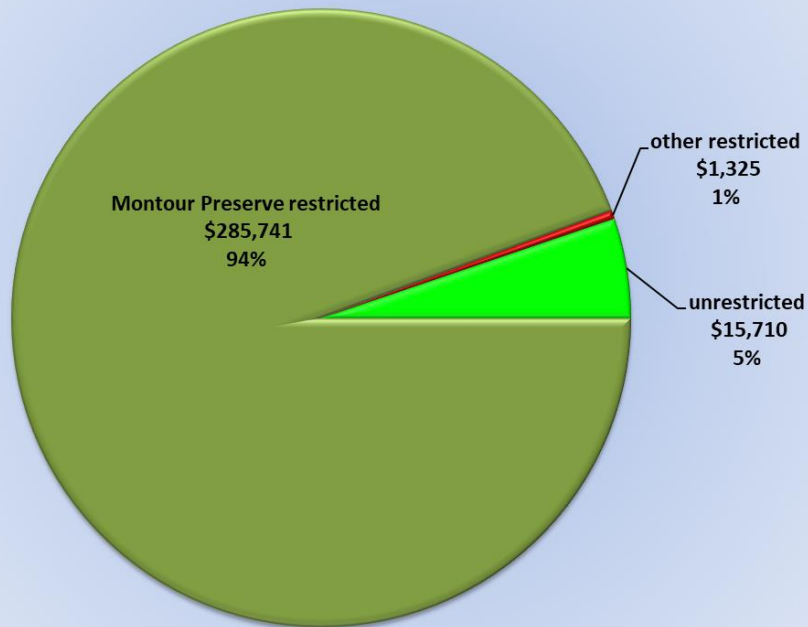
MARC FUNDS EARMARKS AS OF 5/17/19
COMBINED ACCOUNT BALANCE: \$138,788.81
(INCLUDES SAVINGS, DCNR AND DCED GRANT CHECKING ACCOUNTS
AND GENERAL CHECKING ACCOUNT;
(EXCLUDES CSCF FUNDS AND GRANTS RECEIVABLE)



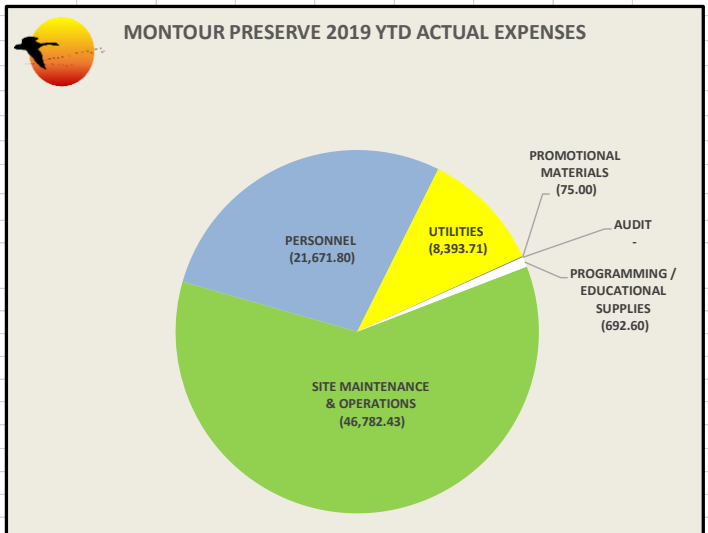
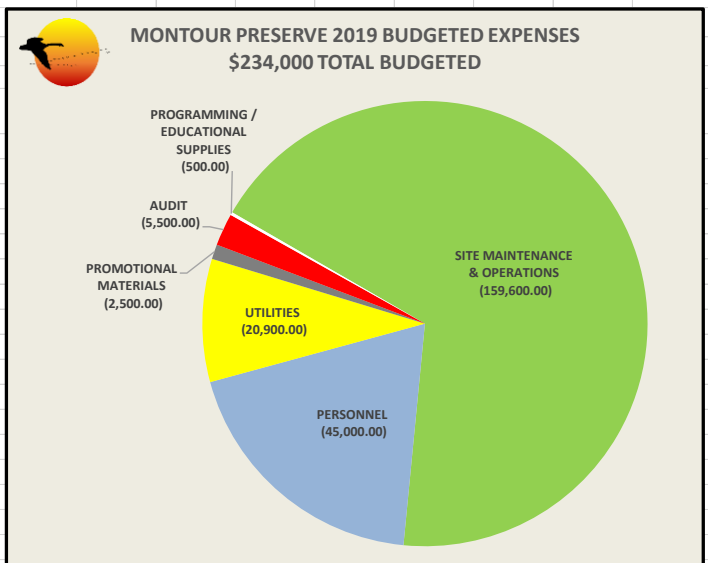
MARC TOTAL ASSETS AS OF 5/17/19
COMBINED VALUE: \$302,776



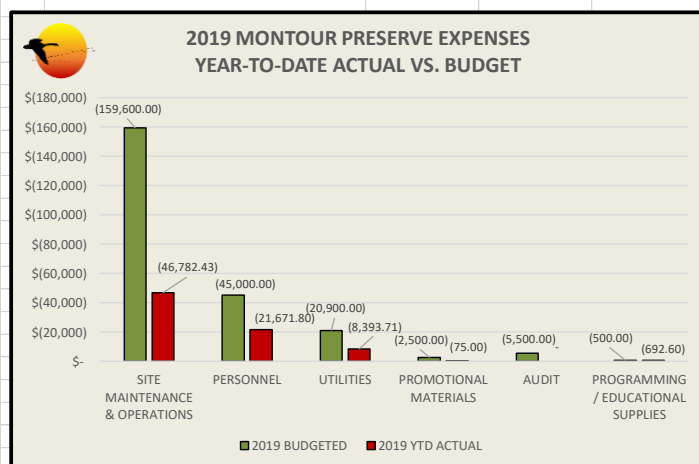
MARC TOTAL ASSETS AS OF 5/17/19
COMBINED VALUE: \$302,776



MONTOUR PRESERVE 2019 BUDGET			
YTD INFO UPDATED 5/17/19			
BUDGET ADOPTED 11/19/18 (CONTINGENT UPON RECEIPT OF GRANT FUNDS)			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
personnel	(44,759.03)	(45,000.00)	(21,671.80)
cleaning service	(4,000.00)	(4,500.00)	(1,530.00)
HVAC system maintenance	(1,700.00)	-	-
HVAC system replacement	-	(60,000.00)	-
visitors' center roof repair	-	(10,000.00)	-
lawn care	(10,875.00)	(17,500.00)	-
parking lot / road maintenance	-	(5,000.00)	-
security system	(1,263.84)	(1,500.00)	(405.30)
sewage pumping	(955.00)	(1,300.00)	-
snow plowing	-	(1,500.00)	-
supplies / misc.	(29,668.11)	(20,000.00)	(6,307.55)
utility vehicle (tractor) purchase	-	(35,000.00)	(38,399.58)
water testing	(562.00)	(800.00)	(140.00)
wildlife management	(2,077.96)	(2,500.00)	-
electric	(14,713.72)	(15,000.00)	(6,399.29)
internet service	(1,918.54)	(2,000.00)	(689.32)
telephone	(1,252.39)	(1,300.00)	(430.42)
trash service	(1,565.00)	(2,000.00)	(625.00)
website hosting / email service	(458.56)	(600.00)	(249.68)
promotional materials	(1,078.10)	(2,500.00)	(75.00)
programming & educational supplies	(98.02)	(500.00)	(692.60)
audit (three-year)	-	(5,500.00)	-
EXPENSE TOTAL	\$(116,945.27)	\$(234,000.00)	\$ (77,615.54)



MONTOUR PRESERVE BUDGETING VS. ACTUAL EXPENSES			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
SITE MAINTENANCE & OPERATIONS	(51,101.91)	(159,600.00)	(46,782.43)
PERSONNEL	(44,759.03)	(45,000.00)	(21,671.80)
UTILITIES	(19,908.21)	(20,900.00)	(8,393.71)
PROMOTIONAL MATERIALS	(1,078.10)	(2,500.00)	(75.00)
AUDIT	-	(5,500.00)	-
PROGRAMMING / EDUCATIONAL SUPPLIES	(98.02)	(500.00)	(692.60)
EXPENSE TOTAL	\$(116,945.27)	\$(234,000.00)	\$ (77,615.54)



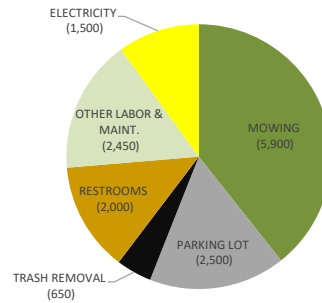
MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2019 BUDGETS

BUDGET ADOPTED 11/19/18

YEAR-TO-DATE INFORMATION UPDATED 5/17/19

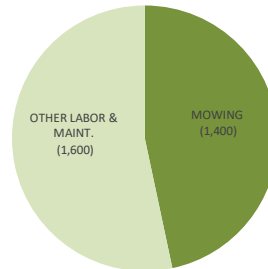
HESS RECREATION AREA 2019 BUDGET			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
MOWING	(4,999)	(5,900)	-
PARKING LOT	(2,812)	(2,500)	(2,500.00)
TRASH REMOVAL	(599)	(650)	(325.00)
RESTROOMS	(1,817)	(2,000)	(374.97)
OTHER LABOR & MAINT.	(2,248)	(2,450)	(353.89)
ELECTRICITY	(1,431)	(1,500)	(402.20)
TOTAL	(13,906)	(15,000)	(3,956.06)

2019 HESS RECREATION AREA BUDGETED EXPENSES



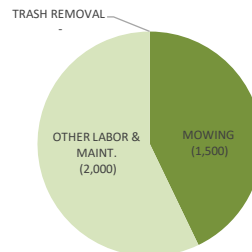
HOPEWELL PARK 2019 BUDGET			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
MOWING	(1,000)	(1,400)	-
OTHER LABOR & MAINT.	(142)	(1,600)	(309.65)
TOTAL	(1,142)	(3,000)	(309.65)

2019 HOPEWELL PARK BUDGETED EXPENSES



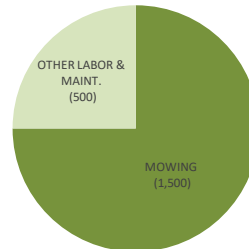
NORTH BRANCH CANAL TRAIL 2019 BUDGET			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
MOWING	(750)	(1,500)	-
OTHER LABOR & MAINT.	(1,626)	(2,000)	(78.08)
TRASH REMOVAL	(605)	-	-
TOTAL	(2,981)	(3,500)	(78.08)

2019 NORTH BRANCH CANAL TRAIL BUDGETED EXPENSES



RIVER DRIVE PARCEL 2019 BUDGET			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
MOWING	(1,100)	(1,500)	-
OTHER LABOR & MAINT.	(222)	(500)	(11.91)
TOTAL	(1,322)	(2,000)	(11.91)

2019 RIVER DRIVE PARCEL BUDGETED EXPENSES





2019 MARC BUDGET

ADOPTED 11/19/18; YEAR-TO-DATE INFORMATION UPDATED 5/17/19

MINIMUM FUNDING REQUIREMENTS (DEFERRAL OF ALL NON-ESSENTIAL MAINTENANCE)

NOTE: MONTAINE PRESERVE ACCOUNTING IS KEPT SEPARATE FROM OTHER ACCOUNTING

EXPENSE	BUDGETED AMOUNT	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	FUNDING SOURCES	BUDGETED AMOUNT	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	BUDGETED LINE ITEM SURPLUS / (DEFICIT)	YEAR-TO-DATE ACTUAL SURPLUS / (DEFICIT)
PARK & TRAIL MAINTENANCE	Montaine Preserve	\$ (234,000.00)	\$ (77,615.54)	33.2%	DCNR grant funding	\$ 60,176.25	66.9%		
					DCED grant funding	\$ 100,000.00	111.1%		
					pavilion / auditorium reservations	\$ 12,000.00	4.3%		
					donations	\$ 5,000.00	74.9%		\$ 119,148.11
					transfer from Central Susquehanna Community Foundation Fund	\$ 22,000.00	0.0%		
					carryover balance from 2018	\$ 15,000.00	215.6%		
	MONTAINE PRESERVE TOTAL EXPENSES	\$ (234,000.00)	\$ (77,615.54)	33.2%	MONTAINE PRESERVE TOTAL INCOME	\$ 196,763.65	84.1%	\$ -	\$ 119,148.11
	Hess Recreation Area	\$ (15,000.00)	\$ (3,956.06)	26.4%	user fees [1,000] donations [0]	\$ 1,000.00	92.5%	\$ (14,000.00)	\$ (3,031.06)
	North Branch Canal Trail (Montaine Co. portion)	\$ (3,500.00)	\$ (78.08)	2.2%	donations [0]	\$ -		\$ (3,500.00)	\$ (78.08)
	Columbia County Projects (incl. NBCT, Montaine Twp. parcel)	\$ (1,500.00)	\$ (327.53)	21.8%	Columbia County donations [0]	\$ 1,500.00	0.0%	\$ -	\$ (327.53)
SPECIAL	Hopewell Park/Borough Farm Trails	\$ (3,000.00)	\$ (309.65)	10.3%	donations [0]	\$ -		\$ (3,000.00)	\$ (309.65)
	River Drive parcel (NBCT parking)	\$ (2,000.00)	\$ (11.91)	0.6%	donations [0]	\$ -		\$ (2,000.00)	
	tools & supplies	\$ (2,000.00)	\$ (564.41)	28.2%				\$ (2,000.00)	
	ATV purchase	\$ (9,000.00)	\$ -	0.0%	grant	\$ 9,000.00	0.0%	\$ -	\$ -
	trail signage project (Phase II)	\$ (4,000.00)	\$ -	0.0%	Montaine County Commissioners' Tourism Fund grant	\$ 3,000.00	0.0%	\$ (1,000.00)	\$ -
	Humdinger Trail Races	\$ (12,800.00)	\$ (11,540.15)	90.2%	race registration fees	\$ 14,500.00	76.0%	\$ 1,700.00	\$ (518.35)
	other special projects & events	\$ (1,300.00)	\$ (1,257.58)	96.7%	donations			\$ (1,300.00)	\$ (1,257.58)
	admin / misc. other (includes Stoudt admin labor)	\$ (18,000.00)	\$ (7,802.32)	43.3%				\$ (18,000.00)	\$ (7,802.32)
	insurance (D&O, General & Workers' Comp)	\$ (14,000.00)	\$ -	0.0%				\$ (14,000.00)	\$ -
	accounting	\$ (1,800.00)	\$ (740.00)	41.1%				\$ (1,800.00)	\$ (740.00)
ADMIN / INSURANCE	office supplies	\$ (1,000.00)	\$ (449.12)	44.9%				\$ (1,000.00)	\$ (449.12)
	dues & fees	\$ (1,300.00)	\$ (731.50)	56.3%				\$ (1,300.00)	\$ (731.50)
	public notices	\$ (1,800.00)	\$ (259.85)	14.4%				\$ (1,800.00)	\$ (259.85)
					Montaine Co. Act 13 funding	\$ 25,000.00	20.0%	\$ 25,000.00	\$ 5,000.00
OTHER					transfer from Central Susquehanna Community Foundation Fund	\$ -		\$ -	\$ -
					carryover balance from 2018	\$ 5,000.00	199.0%	\$ 9,948.46	\$ 9,948.46
					unrestricted donations	\$ 33,000.00	35.3%	\$ 11,641.96	\$ 11,641.96
TOTALS	TOTAL EXPENSES (EXCLUDING MONTAINE PRESERVE)	\$ (92,000.00)	\$ (28,028.16)	30.5%	TOTAL REVENUES (EXCLUDING MONTAINE PRESERVE)	\$ 92,000.00	\$ 38,537.22	\$ -	\$ 10,509.07
	MONTAINE PRESERVE TOTAL EXPENSES	\$ (234,000.00)	\$ (77,615.54)	33.2%	MONTAINE PRESERVE TOTAL INCOME	\$ 234,000.00	\$ 196,763.65	\$ -	\$ 119,148.11
	GRAND TOTAL EXPENSES	\$ (326,000.00)	\$ (105,643.70)	32.4%	GRAND TOTAL INCOME	\$ 326,000.00	\$ 235,300.87	\$ -	\$ 129,657.18

ACCOUNTING REPORT DISCLAIMER

The following financial reports have been provided by Ozark & Shultz Accounting, using information provided by management of the Montour Area Recreation Commission (MARC). Reports are provided in accordance with accounting principles used for the tax basis of accounting.

Ozark & Shultz Accounting does not verify the accuracy or completeness of the information provided by MARC's management and expresses no assurance on the financial statements. Ozark & Shultz Accounting cannot be relied upon to identify or disclose any misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within MARC or noncompliance with laws or regulations.

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05/08/19

Accrual Basis

Montour Area Recreation Commission
Statement of Financial Position
 As of April 30, 2019

	Apr 30, 19
ASSETS	
Current Assets	
Checking/Savings	
Serv 1st -DCED Grant Cking	100,103.89
Service 1st - Savings	27,101.41
Service 1st FCU	55,866.85
Total Checking/Savings	183,072.15
Other Current Assets	
Grants Receivable	
DCNR Grant	30,000.00
Total Grants Receivable	30,000.00
Total Other Current Assets	30,000.00
Total Current Assets	213,072.15
Other Assets	
CSCF - Trusted Funds	
Montour Preserve Fund	131,199.06
CSCF - Trusted Funds - Other	2,788.13
Total CSCF - Trusted Funds	133,987.19
Total Other Assets	133,987.19
TOTAL ASSETS	347,059.34
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Hess Field User Fees	825.00
Preserve Reservations	5,600.00
Total Advance Payments Received	6,425.00
Conditional Contributions	
CSCF-Preserve Donations & Int	32,298.78
DCED Preserve Funds	100,103.89
DCNR Montour Preserve	52,718.12
Preserve Donations & Income	41,946.29
Total Conditional Contributions	227,067.08
Payroll Liabilities	2,850.27
Security Deposits Held	
Hess Field Security Deposit	500.00
Total Security Deposits Held	500.00
Total Other Current Liabilities	236,842.35
Total Current Liabilities	236,842.35
Total Liabilities	236,842.35
Equity	
Retained Earnings	109,415.44
Net Income	801.55
Total Equity	110,216.99
TOTAL LIABILITIES & EQUITY	347,059.34

No Assurance Provided

Page 1

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05/10/19

Accrual Basis

Montour Area Recreation Commission
Statement of Financial Activities
 April 2019

	Apr 19	Jan - Apr 19
Ordinary Income/Expense		
Income		
Donations Received		
Montour Preserve Donations	0.00	75.00
Donations Received - Other	10,766.96	11,741.96
Total Donations Received	10,766.96	11,816.96
Grants		
County Tourism -RTRS-2018	0.00	6.80
DCNR Montour Preserve	11,025.67	33,191.85
Montour Co Act 13 Grant	0.00	5,000.00
Total Grants	11,025.67	38,198.65
Montour Preserve Income	30.60	30.60
River Town Race Series	0.00	11,015.00
Total Income	21,823.23	61,061.21
Gross Profit	21,823.23	61,061.21
Expense		
Administrative/Overhead		
Dues & Subscriptions	0.00	731.50
Legal Notices	0.00	259.85
Miscellaneous	38.30	801.59
Office Expense	253.12	449.12
Payroll Expenses	11,045.36	30,950.25
Professional Fees	355.00	740.00
Total Administrative/Overhead	11,691.78	33,932.31
Montour Preserve	3,196.28	14,351.64
Park & Trail Maintenance		
Hess Recreation Area	2,677.70	3,274.90
Park & Trail Maintenance - Other	42.08	564.41
Total Park & Trail Maintenance	2,719.78	3,839.31
Projects		
Special Projects	12.70	132.27
Total Projects	12.70	132.27
Special Events		
RTRS	67.27	8,211.22
Total Special Events	67.27	8,211.22
Total Expense	17,687.81	60,466.75
Net Ordinary Income	4,135.42	594.46
Other Income/Expense		
Other Income		
Interest Income		
Grant Interest Earned	0.00	18.94
Interest Income - Other	5.85	22.38
Total Interest Income	5.85	41.32
Total Other Income	5.85	41.32
Net Other Income	5.85	41.32
Net Income	4,141.27	635.78

No Assurance Provided

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DIRECTOR'S REPORT

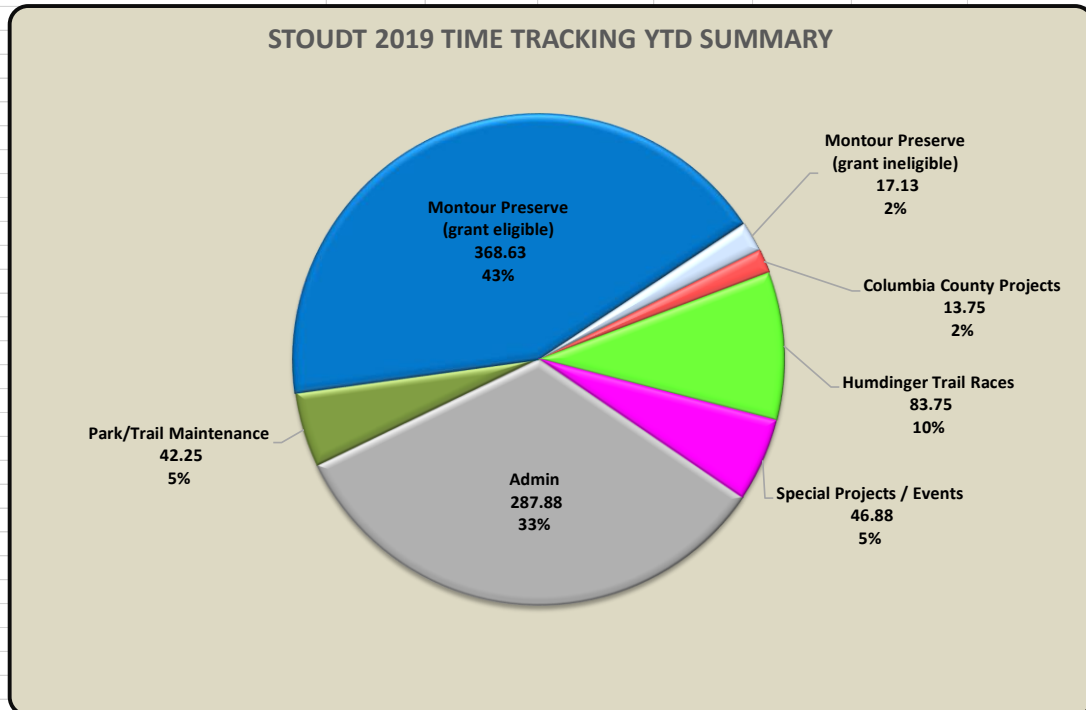
	STOUDT	PROJECT YTD TOTAL HOURS				MAY															
			28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
admin / other	MARC admin	285.00		3.25	3.00	2.50	1.00	1.00		0.25	2.75	2.75	2.50	1.00	0.50			3.00	3.00	1.00	3.50
	special projects / events	43.50	0.50			1.00	2.50					1.50	1.50	0.50				2.00			
park & trail maintenance	Hess Recreation Area	25.50		0.50	1.75	0.25	0.50				0.25	0.25	0.25	1.50	0.50		0.25	0.25	0.25	0.25	
	Hopewell Park / Danville Farm Trails	12.25		0.25																	
	North Branch Canal Trail	3.25												0.50						0.50	
	River Drive trailhead / river access	0.50																		0.25	
Montour Preserve	Montour Preserve admin / maintenance	353.75		3.25	3.00	3.50	2.50	2.50		0.25	4.75	3.00	2.00	5.00	0.25		2.25	4.00	3.00	0.75	3.50
	Montour Preserve programming	8.50																			
	Montour Preserve DCNR grant admin	1.25																			
	Montour Preserve DCED grant admin	14.75	2.00	2.50	2.00	0.75							1.00	1.00							
	Columbia County projects	13.75													6.25					7.50	
	Humdinger Trail Races	69.50																			
	DAILY TOTALS	831.50	2.50	9.75	9.75	8.00	6.50	3.50		0.50	7.75	8.50	7.25	8.50	7.50		2.50	7.25	8.25	9.25	8.00
	WEEKLY PAYROLL TOTAL		40.00							40.00							35.25				
	BIWEEKLY PAYROLL TOTAL		80.00																		
	PAYROLL PERIOD		10																		

DIRECTOR'S REPORT

2019 STOUTDT TIME ACCOUNTING YEAR-TO-DATE SUMMARY							
2019 PAY RATE \$22.00/hr							
TASK	WAGES UP TO PA UC TAX CAP (455HRS)			WAGES AFTER PA UC TAX CAP (>455HRS)			TOTAL PROJECT LABOR COST
	HOURS	OVERTIME HOURS	COST W/ TAXES (\$24.48/HR)	HOURS	OVERTIME HOURS	COST W/ TAXES (\$23.82)	
MARC admin	167.50		\$ 4,100.40	117.50	5.75	\$ 2,867.33	\$ 6,967.73
special projects / events	13.25		\$ 324.36	30.25	6.75	\$ 800.95	\$ 1,125.31
Hess Recreation Area	8.75		\$ 214.20	16.75	0.25	\$ 401.96	\$ 616.16
Hopewell Park / Danville Farm Trails	4.50		\$ 110.16	7.75	1.25	\$ 199.49	\$ 309.65
North Branch Canal Trail	1.00		\$ 24.48	2.25		\$ 53.60	\$ 78.08
River Drive trailhead / river access	-		\$ -	0.50		\$ 11.91	\$ 11.91
Montour Preserve admin / maintenance	180.25	2.50	\$ 4,443.12	173.50	8.25	\$ 4,231.03	\$ 8,674.15
Montour Preserve programming	8.50	2.00	\$ 232.56	-		\$ -	\$ 232.56
Montour Preserve DCNR grant admin	1.25		\$ 30.60	-		\$ -	\$ 30.60
Montour Preserve DCED grant admin	2.75		\$ 67.32	12.00	2.25	\$ 312.64	\$ 379.96
Columbia County projects	-		\$ -	13.75		\$ 327.53	\$ 327.53
Humdinger Trail Races	67.25	28.50	\$ 1,995.12	2.25		\$ 53.60	\$ 2,048.72
TOTALS	455.00	33.00	\$ 11,542.32	376.50	24.50	\$ 9,260.03	\$ 20,802.35

2018 STOUTDT TIME ACCOUNTING (GROUPED BY CATEGORY) YEAR-TO-DATE SUMMARY		
TASK	HOURS	COST W/ TAXES
Admin	287.88	\$ 6,967.73
Park/Trail Maintenance	42.25	\$ 1,015.80
Montour Preserve (grant eligible)	368.63	\$ 8,906.71
Montour Preserve (grant ineligible)	17.13	\$ 410.56
Columbia County Projects	13.75	\$ 327.53
Humdinger Trail Races	83.75	\$ 2,048.72
Special Projects / Events	46.88	\$ 1,125.31
2019 YTD TOTALS	860.25	\$ 20,802.35

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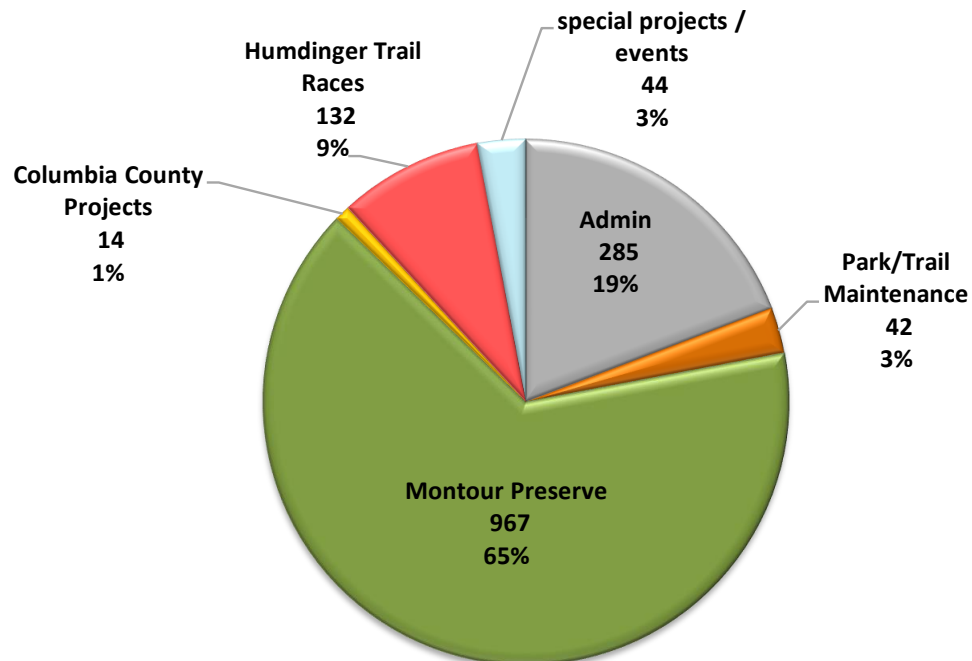
DIRECTOR'S REPORT (continued)

MARC STAFF 2019 YEAR-TO-DATE COMBINED TIME ACCOUNTING

YEAR-END SUMMARY

TASK	STOUDT	BEAM	PIATT	YEICH	PROJECT TOTAL HOURS
MARC admin	285.00				285.00
special projects / events	43.50				43.50
Hess Recreation Area	25.50				25.50
Hopewell Park / Danville Farm Trails	12.25				12.25
North Branch Canal Trail	3.25				3.25
River Drive trailhead / river access	0.50				0.50
Montour Preserve admin / maintenance	353.75	57.25	220.50	88.50	720.00
Montour Preserve programming	8.50	220.25		2.50	231.25
Montour Preserve DCNR / DCED grant admin	16.00				16.00
Columbia County projects	13.75				13.75
Humdinger Trail Races	69.50	21.00	21.50	19.50	131.50
TOTALS	831.50	298.50	242.00	110.50	1,482.50

MARC STAFF TIME TRACKING 2019 YEAR-TO-DATE SUMMARY (1,483 HOURS TOTAL)



DIRECTOR'S REPORT (continued)

GRANTS

- **DCNR 'Heritage and Other Parks' Grant (Montour Preserve)**

- Initial \$100,000 grant has been twice amended to a total of \$300,000 and extended through 6/30/2019
 - \$24,551.43 remains earmarked in MARC's savings account as of 5/17
 - \$30,000 (10% of total grant amount) will remain held by DCNR until the successful completion of the performance audit at the end of the grant term
 - Per guidance from DCNR on 5/17, Stoudt will request a 12-month extension of the grant from 6/30/19 until 6/30/20

- **DCED Marketing to Attract Tourists Grant (Montour Preserve)**

- MARC on 4/15 received and deposited to a dedicated checking account the \$100,000 grant disbursement
 - \$30,000 spent on 5/8 for tractor purchase
 - Stoudt has contacted PIRMA to add the new tractor to MARC's insurance policy
 - \$103.89 in interest earned on 4/30
 - MARC must not spend interest earned on this grant; interest earned will have to be returned to DCED at the end of the grant
 - \$70,000 remains earmarked in MARC's account for HVAC systems replacement and visitors' center roof repair



- **Montour County 2019 Act 13 (Marcellus Legacy Fund) Grant (NO CHANGE SINCE LAST MEETING)**

- Stoudt on 2/6/19 submitted a request for \$25,000 in grant funding from Montour County's Act 13 (Marcellus Legacy Fund) for MARC's 2019 general operations
- \$5,000 received and deposited by MARC on 3/12
- \$20,000 balance anticipated in July, subject to the County's receipt of the funds from the Commonwealth of PA

DIRECTOR'S REPORT (continued)

MANAGED SITES

- **River Drive parcel (North Branch Canal Trail trailhead and river access)**
 - No change since last meeting
- **Montour Township (Columbia County) Legion Road parcel**
 - No change since last meeting
- **Riverside Borough river access**
 - Conditions remain too wet to safely fix the overhanging sign
 - Stoudt will perform the work as soon as conditions improve
- **Hopewell Park / Danville Borough Farm**
 - Danville Borough on 5/7 approved the amendment to the Memorandum of Understanding for Danville Borough Farm Land/Facility Use
 - MARC and Danville Borough officials will sign copies of the amendment in coming days
 - MARC was notified on 5/15 that it should expect \$150 in restitution for expenses incurred during the 3/23 break-in and vandalism incident at the pig barn
 - Stoudt has consulted with Danville Borough officials and will fabricate and install new 'Do Not Enter' signage at the main entrance points to the Danville Borough farm property
 - the bike jumps area at Hopewell Park has remained consistently wet and is in urgent need of maintenance
 - Big Pop's Mowing is having a difficult time mowing and trimming the site
 - Stoudt will work with Decoteau and others to schedule a work day as soon as possible to clean up and repair the site as needed
 - Stoudt will also consult with Decoteau, the Montour County Conservation District and others to design a long-term fix to site drainage issues
- **North Branch Canal Trail**
 - Trail conditions remain very wet, limiting mowing and other maintenance activities
 - Stoudt on 5/16 cleaned up trash which had been dumped at the trail entrance
 - Stoudt will continue to frequently monitor the site and will place surveillance cameras as needed
 - Stoudt on 5/9 spoke with the owner of the Bear Hunters' Grove campground and discussed plans to resume work on the trail this month
 - Stoudt anticipates continued good working relations
- **Hess Recreation Area**
 - Elijah Evans Excavating completed the regrading of the parking lot, significantly improving the drainage and usability of the lot
 - Stoudt, Evans and others will watch for opportunities to secure millings or other stone materials which might be used to further improve the grading of the lot
 - Stoudt on 5/9 cleared several downed trees along the Old Reading Line and Robbins Trails
 - continued wet conditions have caused sections of the Robbins Trail to continue to slowly slump, but no significant changes have been noted

DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

- **Montour Preserve**

- site conditions remain very wet from recent rains; mowing, trail maintenance and other activities are being hindered
- site usage is steadily increasing as temperatures warm
 - requests for Jon Beam-led field trips at the site have sharply increased over prior years
 - year-to-date demand for pavilion reservations is roughly on par with last year

OTHER UPDATES

- Stoudt continues to attend meetings of the Washingtonville Revitalization (formerly Beautification) Committee and has assisted with community work days on April 27 and May 11
 - significant progress has been made in revitalizing DeLong Park, Jane E. DeLong Memorial Hall landscaping and the gardens in the PA-54 / Strawberry Ridge Road intersection
 - additional efforts are planned throughout the year
- Stoudt has met with several members of MARC's Development Advisory Committee to seek continued fundraising support
 - Committee members have pledged to contact potential donors and/or help implement new fundraising activities
 - Stoudt anticipates making a public fundraising appeal in late May / early June

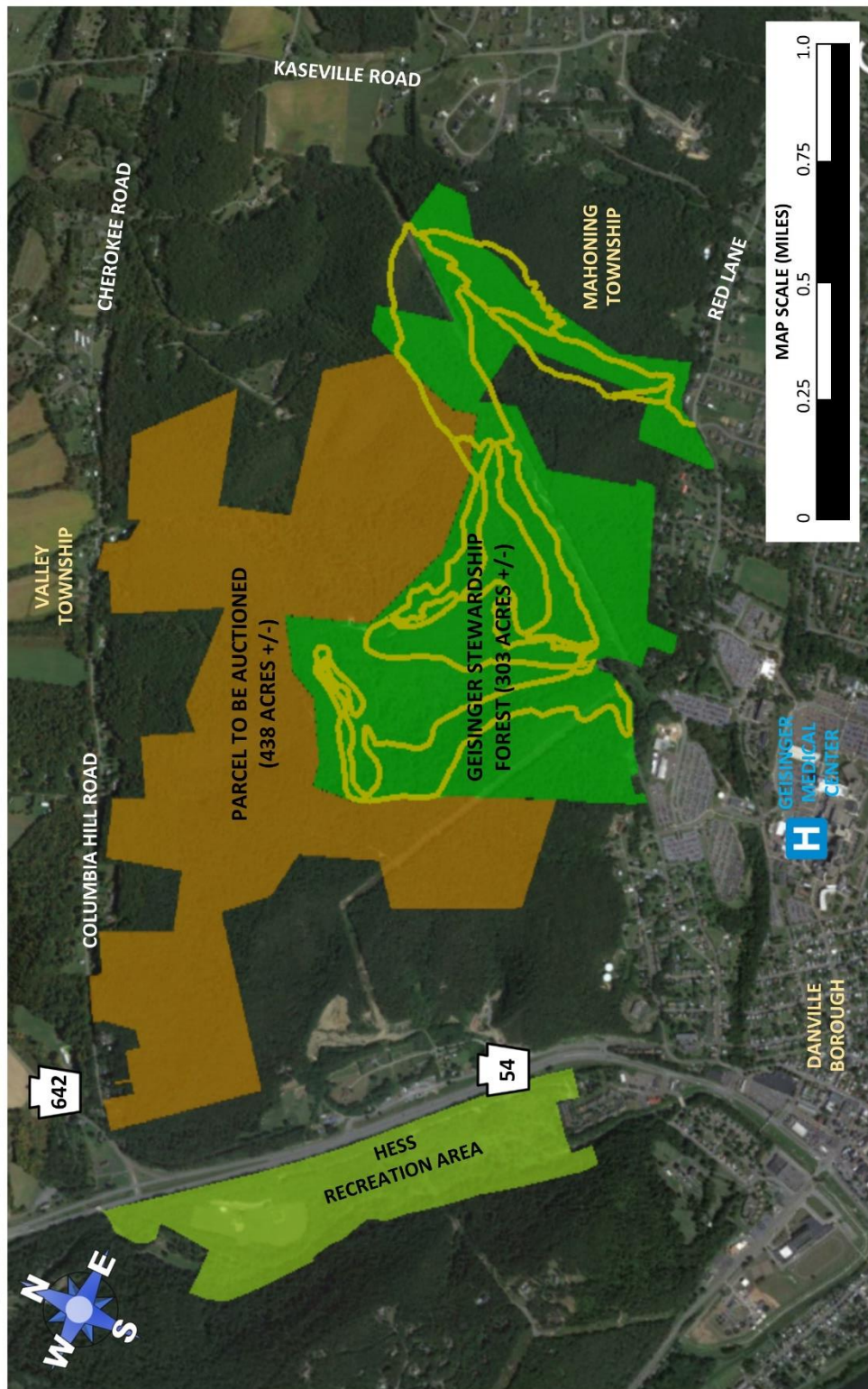


2019 MAKE YOUR 'MARC' CAMPAIGN SUMMARY		
YEAR-TO-DATE AS OF 5/17/2019		
SITE	NUMBER OF DONATIONS	TOTAL DONATIONS
HESS RECREATION AREA	1	\$ 100
HOPEWELL PARK	0	\$ -
MONTOUR PRESERVE	9	\$ 2,848
NORTH BRANCH CANAL TRAIL	0	\$ -
NBCT PARKING / RIVER ACCESS	0	\$ -
UNRESTRICTED	9	\$ 1,642
TOTALS	19	\$ 4,590

UPCOMING EVENTS AND MEETINGS

- May 27 MEMORIAL DAY
- June 8 (11am) The Good & The Bad (insects) (Montour Preserve)
- June 9 (9am) Basic Boating Course (Montour Preserve)
- June 22 (1pm) Nature Photography (Montour Preserve)
- June 24 MARC meeting
- June 26 (7pm) Coyotes in Pennsylvania (Montour Preserve)

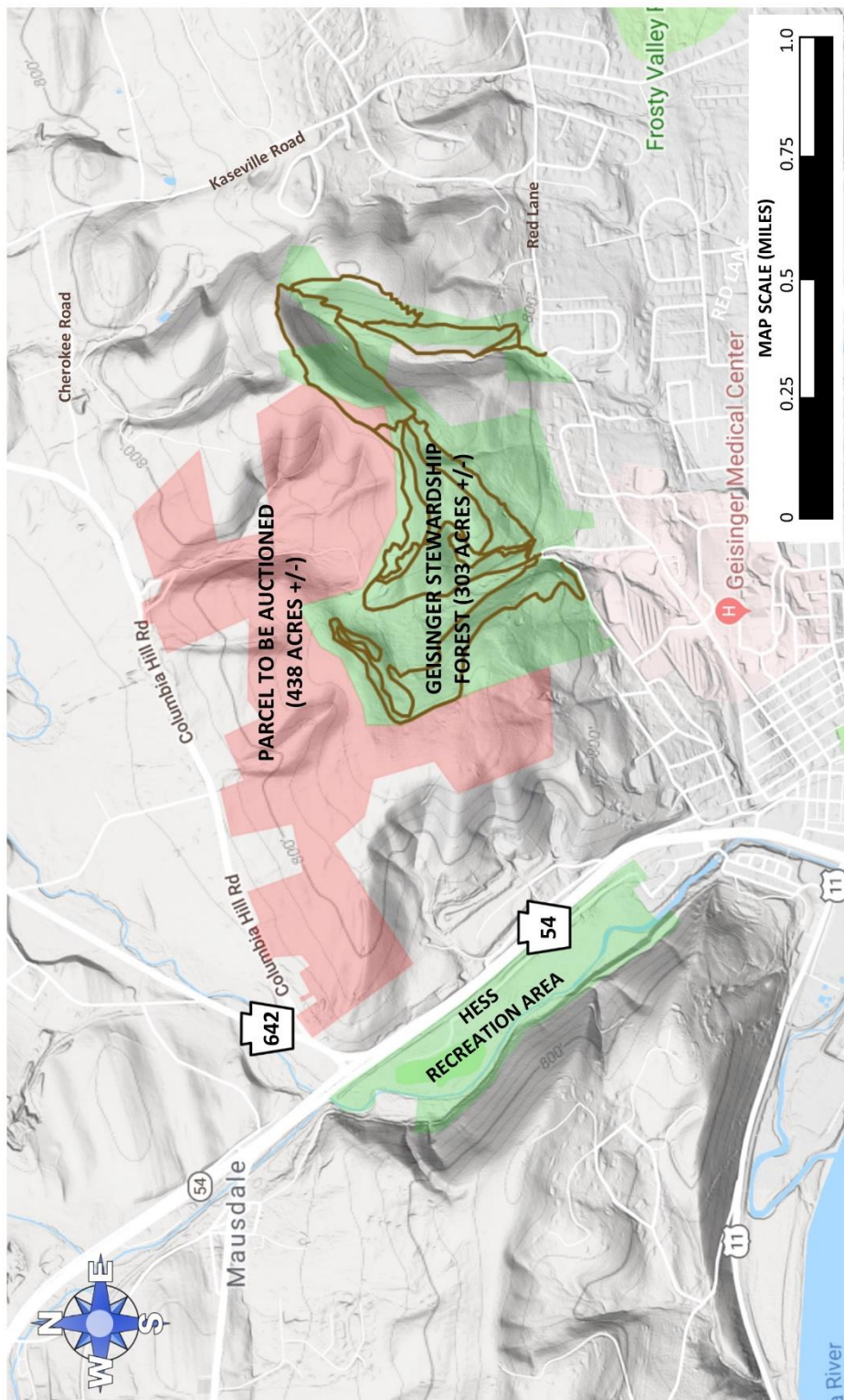
GEISINGER STEWARDSHIP FOREST AND ADJACENT PARCEL TO BE AUCTIONED



Parcel boundaries and other details shown here are believed to be accurate using the best available source materials, but this map should not be used for final decision-making purposes. Easements and other legally-binding encumbrances are not shown here. Interested parties are encouraged to seek professional guidance.

revised 5/15/19 by Robert Stoudt

GEISINGER STEWARDSHIP FOREST AND ADJACENT PARCEL TO BE AUCTIONED



Parcel boundaries and other details shown here are believed to be accurate using the best available source materials, but this map should not be used for final decision-making purposes. Easements and other legally-binding encumbrances are not shown here. Interested parties are encouraged to seek professional guidance.
revised 5/15/19 by Robert Stoudt