



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

## **January 27, 2020 Regular Meeting Agenda**

7:00pm – Montour County building conference room, 17 Woodbine Lane, Danville, PA 17821

### **Call to Order**

### **Board Reorganization / Election of Officers**

### **Public Comment**

### **Officer Reports**

- Chairman's Report
- Treasurer's Report (**pages 2 - 21**)
- Secretary's Report

### **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)

### **Assistant Director's Report (Jon Beam) (**page 22**)**

### **Maintenance Technician's Report (Denny Piatt) (**page 22**)**

### **Director's Report (Bob Stoudt) (**pages 23 - 30**)**

- 2019 Annual Report (**provided separately**)

### **Old Business**

- 2020 Strategic Plan adoption (**provided separately**)

### **New Business**

- Resolution 2020-1 (Authorized Signatories) (**page 31**)
- Central Susquehanna Community Foundation Montour Preserve Fund \$50,000 withdrawal
- CSCF Women's Giving Circle grant application for Girls ROC Mountain Bike Camp (**page 35**)
- DirtSculpt Hopewell Park pumptrack design proposal (**pages 32 – 34**)

### **Other Items**

### **Adjournment**

*next meeting February 24*

## 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
				2020 beginning balance			5.63

NO ACTIVITY SINCE LAST MEETING

## 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
				2020 beginning balance				-

NO ACTIVITY SINCE LAST MEETING (ZERO BALANCE)

## 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
interest	11/30/19	12/4/19	11/1 - 11/30/19	dividend interest earned 11/1 - 11/30/19			18.39	21,536.45
103	12/17/19	1/4/20	12/1 - 12/31/19	Gray Builders (visitors' center roof repair)	DCED Montour Preserve grant - visitors' center roof repair	7,731.90		13,804.55
104	12/26/19	1/4/20		Menco Mechanical (HVAC replacement)	DCED Montour Preserve grant - HVAC systems replacement	10,836.30		2,968.25
interest	12/31/19	1/4/20	12/1 - 12/31/19	dividend interest earned 12/1 - 12/31/19			17.86	2,986.11

## 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
				2020 account beginning balance				2,986.11



## 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
6192	11/23/19	12/4/19	12/1 - 12/31/19	Verizon	Montour Preserve (telephone)	DCNR Montour Preserve	109.69		15,097.39
6193	11/23/19	12/4/19	12/1 - 12/31/19	PPL Electric Utilities	Montour Preserve (electricity)	DCNR Montour Preserve	884.79		14,212.60
6194	11/23/19	12/4/19	12/1 - 12/31/19	PPL Electric Utilities	Montour Preserve (electricity)	DCNR Montour Preserve	63.79		14,148.81
6195	11/23/19	12/4/19	12/1 - 12/31/19	PPL Electric Utilities	Montour Preserve (electricity)	DCNR Montour Preserve	436.19		13,712.62
6196	11/23/19	12/4/19	12/1 - 12/31/19	PPL Electric Utilities	Montour Preserve (electricity)	DCNR Montour Preserve	52.29		13,660.33
6197	11/25/19	12/4/19	12/1 - 12/31/19	Dennis Piatt (payroll 11/10 - 11/23)	payroll - Piatt		413.34		13,246.99
6198	11/25/19	12/4/19	12/1 - 12/31/19	Jon Beam (payroll 11/10 - 11/23)	payroll - Beam		444.70		12,802.29
6199	11/25/19	12/4/19	12/1 - 12/31/19	Lesley Yeich (payroll periods 22, 23 & 24)	payroll - Yeich		492.59		12,309.70
6200	11/25/19	12/4/19	12/1 - 12/31/19	Robert Stoudt (payroll 11/10 - 11/23)	payroll - Stoudt		1,399.24		10,910.46
6201	11/25/19	12/4/19	12/1 - 12/31/19	Robert Stoudt (11/25 expense report: \$21.19 MailChimp email service; \$113.41 Ambient Weather weather station for Montour Preserve visitors' center; \$172.33 HughesNet internet service)	\$7.06 Humdinger (advertising); \$7.06 Montour Preserve (email); \$7.07 misc. expenses; \$113.41 Montour Preserve (maintenance/misc); \$172.33 Montour Preserve (internet service)	\$7.06 DCNR Montour Preserve; \$113.41 DCNR Montour Preserve; \$172.33 DCNR Montour Preserve	306.93		10,603.53
6202	11/25/19	12/4/19	12/1 - 12/31/19	PPL Electric Utilities (Hess Recreation Area electricity)	Hess Recreation Area		41.65		10,561.88
6203	11/25/19	12/4/19	12/1 - 12/31/19	Brian Sokol Trucking (loads #4 and 2A stone for trail repair)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	874.95		9,686.93
deposit	11/29/19	12/4/19	11/1 - 11/30/19	deposit	\$100 Montour Preserve pavilion reservations; \$2,934 Montour Preserve donations; \$47.67 Washingtonville Revitalization; \$26.40 unrestricted donations			3,108.07	12,795.00
automatic payment	11/29/19	12/4/19	12/1 - 12/31/19	Deluxe OrderPro (new checks)	office expenses		68.00		12,727.00
interest	11/30/19	12/4/19	11/1 - 11/30/19	interest	interest			2.64	12,729.64
debit card	12/3/19	1/4/20	12/1 - 12/31/19	Cole's Hardware (carabiners and eye bolts to secure vandalized pig barn door)	Hopewell Park		28.70		12,700.94
debit card	12/4/19	1/4/20	12/1 - 12/31/19	Staples (binder clips, envelopes, sticky notes, thumb tacks)	office expenses		63.73		12,637.21
debit card	12/12/19	1/4/20	12/1 - 12/31/19	Hoover Tractor (filters and fluids for tractor maintenance)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	267.99		12,369.22
debit card	12/13/19	1/4/20	12/1 - 12/31/19	Valero (diesel fuel)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	52.38		12,316.84

**CONTINUED NEXT PAGE**

## 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
6204	12/16/19	1/4/20	12/1 - 12/31/19	Dennis Piatt (payroll 11/24 - 12/7)	payroll - Piatt		310.94		12,005.90
6205	12/16/19	1/4/20	12/1 - 12/31/19	Jon Beam (payroll 11/24 - 12/7)	payroll - Beam		109.28		11,896.62
6206	12/16/19	1/4/20	12/1 - 12/31/19	Lesley Yeich (payroll 11/24 - 12/7)	payroll - Yeich		45.97		11,850.65
6207	12/16/19	1/4/20	12/1 - 12/31/19	Robert Stoudt (payroll 11/24 - 12/7)	payroll - Stoudt		1,157.88		10,692.77
6208	12/16/19	1/4/20	12/1 - 12/31/19	Starr Portables (restroom holding tank disinfectant)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	50.00		10,642.77
6209	12/16/19	1/4/20	12/1 - 12/31/19	Ted Heaps Container Service (trash removal)	\$125 Montour Preserve (trash); \$65 Hess Recreation Area	\$125 DCNR Montour Preserve	190.00		10,452.77
6210	12/16/19	1/4/20	12/1 - 12/31/19	Big Pop's Mowing	\$1,100 Montour Preserve (lawn care); \$223 Hess Recreation Area	\$1,100 DCNR Montour Preserve	1,323.00		9,129.77
6211	12/16/19	1/4/20	12/1 - 12/31/19	MePush, Inc. (website hosting)	\$49.50 misc. expenses; \$49.50 Montour Preserve (website)	\$49.50 DCNR Montour Preserve	99.00		9,030.77
automatic payment	12/16/19	1/4/20	12/1 - 12/31/19	PA Dept. of Revenue (November payroll taxes)	payroll taxes		182.54		8,848.23
automatic payment	12/16/19	1/4/20	12/1 - 12/31/19	US Treasury (November payroll taxes)	payroll taxes		1,255.72		7,592.51
debit card	12/16/19	1/4/20	12/1 - 12/31/19	Cole's Hardware (lock for Hopewell Park gate)	Hopewell Park		21.19		7,571.32
6212	12/26/19	1/4/20		Dennis Piatt (payroll 12/8 - 12/21)	payroll - Piatt		413.35		7,157.97
6213	12/26/19	1/4/20		Jon Beam (payroll 12/8 - 12/21)	payroll - Beam		231.66		6,926.31
6214	12/26/19	1/4/20		Lesley Yeich (payroll 12/8 - 12/21)	payroll - Yeich		72.25		6,854.06
6215	12/26/19	1/4/20	12/1 - 12/31/19	Robert Stoudt (payroll 12/8 - 12/21)	payroll - Stoudt		1,258.49		5,595.57
6216	12/28/19	1/4/20	12/1 - 12/31/19	Robert Stoudt (12/28 expense report)	\$7.06 Humdinger (advertising); \$7.06 Montour Preserve (email); \$7.07 misc. expenses; \$7.06 Humdinger (advertising); \$7.06 Montour Preserve (email); \$7.07 misc. expenses; \$172.33 Montour Preserve (internet service)	\$7.06 DCNR Montour Preserve; \$7.06 DCNR Montour Preserve; \$172.33 DCNR Montour Preserve	214.71		5,380.86
6217	12/28/19	1/4/20		Verizon	Montour Preserve (telephone)	DCNR Montour Preserve	107.72		5,273.14
6218	12/28/19	1/4/20		Candy Fisher (Montour Preserve cleaning)	Montour Preserve (cleaning)	DCNR Montour Preserve	920.00		4,353.14
6219	12/28/19	1/4/20		PPL Electric Utilities (Hess Recreation Area electricity)	Hess Recreation Area		39.64		4,313.50
deposit	12/30/19	1/4/20	12/1 - 12/31/19	deposit	\$25 Hess Recreation Area 2020 users' fee; \$200 Montour Preserve 2020 pavilion reservations; \$100 Montour Preserve donations; \$1,600 unrestricted donation; \$775 Humdinger Trail Race 2020 registrations; \$10,000 Geisinger donation (unrestricted)			12,700.00	17,013.50
6220	12/30/19	1/4/20		Washingtonville Volunteer Fire Co. (donation)	admin / miscellaneous expenses		100.00		16,913.50
interest	12/31/19	1/4/20	12/1 - 12/31/19	dividend interest earned 12/1 - 12/31/19	interest			0.91	16,914.41

**CONTINUED NEXT PAGE**

## MARC 2020 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
				2020 beginning balance					16,914.41
6221	1/8/20			Dennis Piatt (payroll 12/22/19 - 1/4/20)	payroll - Piatt		232.80		16,681.61
6222	1/8/20			Jon Beam (payroll 12/22/19 - 1/4/20)	payroll - Beam		135.50		16,546.11
6223	1/8/20			Lesley Yeich (payroll 12/22/19 - 1/4/20)	payroll - Yeich		26.26		16,519.85
6224	1/8/20			Robert Stoudt (payroll 12/22/19 - 1/4/20)	payroll - Stoudt		885.82		15,634.03
6225	1/8/20			Ted Heaps Container Service (trash removal)	\$65 Hess Recreation Area (trash); \$125 Montour Preserve (trash)		190.00		15,444.03
6226	1/8/20			The Daily Item (advertising of 2020 meeting dates)	legal notices		65.55		15,378.48
6227	1/8/20			PPL Electric Utilities	Montour Preserve (electricity)		905.15		14,473.33
6228	1/8/20			PPL Electric Utilities	Montour Preserve (electricity)		43.94		14,429.39
6229	1/8/20			PPL Electric Utilities	Montour Preserve (electricity)		539.13		13,890.26
6230	1/8/20			PPL Electric Utilities	Montour Preserve (electricity)		32.63		13,857.63
6231	1/8/20			ASCAP (annual music licensing fee)	dues & subscriptions		363.00		13,494.63
debit card	1/9/20			Amazon.com (printer toner cartridges)	office expenses		252.23		13,242.40
debit card	1/11/20			Cole's Hardware (paper towels, suet cakes, bird seed, flagging tape, light bulbs)	\$21.15 Hess Recreation Area (restrooms); \$157.28 Montour Preserve (maintenance/misc)		178.43		13,063.97
6232	1/13/20			Hoover Tractor (connector rod and oil for tractor)	Montour Preserve (maintenance/misc)		47.19		13,016.78
6233	1/13/20			Press Enterprise (advertising of 2020 meeting dates)	legal notices		44.10		12,972.68
debit card	1/13/20			Amazon.com (printer toner cartridges and binder clips)	office expenses		116.43		12,856.25
debit card	1/14/20			Amazon.com (table covers, drink pitchers, trash bags)	Montour Preserve (maintenance/misc)		241.35		12,614.90
6234	1/14/20			The Daily Item (Danville News advertising of 2020 meeting dates)	legal notices		49.95		12,564.95
6235	1/14/20			Williamsport Electric, Inc. (Montour Preserve visitors' center parking lot lights repair)	Montour Preserve (maintenance/misc)		560.00		12,004.95
deposit	1/14/20			deposit	\$490 Montour Preserve pavilion reservations; \$176 Montour Preserve donations; \$2,795 Montour 24 race registrations; \$1,205 Humdinger race registrations			4,666.00	16,670.95
debit card	1/14/20			Weis (dish sponges, dish soap, Clorox wipes, drink pitchers)	Montour Preserve (maintenance/misc)		50.08		16,620.87
automatic payment	1/15/20			US Treasury (December payroll taxes)	payroll taxes		919.26		15,701.61
debit card	1/16/20			GoDaddy (2-year renewal of Montour24.com domain name)	Montour 24 (advertising)		36.34		15,665.27
debit card	1/16/20			Valero (diesel fuel for tractor)	Montour Preserve (maintenance/misc)		52.32		15,612.95
debit card	1/16/20			Clark's Ag Center (light bulbs, foam)	Montour Preserve (maintenance/misc)		14.60		15,598.35
debit card	1/17/20			Amazon.com (label maker and tapes)	office expenses		66.22		15,532.13
6236	1/20/20			Johnson Controls Security Solutions (Montour Preserve security system Q1 monitoring)	Montour Preserve (security system)		215.34		15,316.79
automatic payment	1/31/20			PA Dept. of Revenue (December payroll taxes)	payroll taxes		134.90		15,181.89



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Statement Period: 11/01/2019-11/30/2019

Page 1 of 3

## Summary of Accounts:

	Ending Balance	YTD Dividend	Member Number: 584727
<b>Savings</b>			
01 - REGULAR SAVINGS	5.63	28.81	
40 - CHECKING	18,817.79	63.30	
41 - DCNR GRANT CHECKING	0.00	0.29	
42 - DCED GRANT CHECKING	21,536.45	684.20	
<b>Total</b>	<b>40,359.87</b>	<b>776.60</b>	

Authorized Signer(s): TYLER DOMBROSKI, CHRISTOPHER JOHNS, ROBERT T STOUDT, MICHAEL B MILLS

### ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Nov 1		Balance Forward			5.63
Nov 30		Ending Balance			5.63

### ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Nov 1		Balance Forward			30,538.02
Nov 2		Withdrawal Debit Card		-32.47	30,505.55
Nov 3		10/31 TURBOTVILLE GREAT VAL TURBOTVILLE PA		-88.76	30,416.79
Nov 4		11/1 STAPLES 00106344 BLOOMSBURG PA		-236.83	30,179.96
Nov 4		Withdrawal ACH DANVILLE AREA EA		-355.00	29,824.96
Nov 8		TYPE: TAX PAYMNT ID: 1232266087 CO: DANVILLE AREA EA		-19.80	29,805.16
Nov 12		Draft 6175			
Nov 13		Withdrawal POS #001355		-651.72	29,153.44
Nov 13		USPS PO 41190008 410 MILL ST DANVILLE PA		-1,370.53	27,782.91
Nov 13		Certified Draft 0000006179 for \$1,370.53		-1,336.97	26,445.94
Nov 14		Draft 6187		-1,616.54	24,829.40
Nov 15		Withdrawal ACH IRS			
Nov 15		TYPE: USATAXPYMT ID: 3387702000 CO: IRS		-230.84	24,598.56
Nov 15		Withdrawal ACH COMMWLTHOFPA INT		-114.54	24,484.02
Nov 15		TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT			
Nov 15		Withdrawal POS #619793			
Nov 15		AMAZON.COM*8G6RR4T63 SEATTLE WA	914.50		25,398.52
Nov 15		Deposit by Check		-45.58	25,352.94
Nov 15		Draft 6176		-190.00	25,162.94
Nov 16		Withdrawal Debit Card		-34.42	25,128.52
Nov 16		11/14 SHEETZ 0372 00003723 DANVILLE PA			
Nov 18		Draft 6191		-229.75	24,898.77
Nov 18		Draft 6181		-373.31	24,525.46

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Member Number: 584727 Statement Period: 11/01/2019-11/30/2019

Page 2 of 3

#### ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Nov 18		Draft 6177		-406.03	24,119.43
Nov 18		Draft 6185		-443.62	23,675.81
Nov 19		Withdrawal Debit Card		-77.38	23,598.43
Nov 15	Nov 19	11/18 NORTHPOINT AUTO & EQ NORTHUMBERLAN PA			
		AMAZON.COM*4G8HW15M3 SEATTLE WA		-58.78	23,539.65
Nov 20		Draft 6189		-99.00	23,440.65
Nov 20		Draft 6190		-112.90	23,327.75
Nov 20		Draft 6186		-328.57	22,999.18
Nov 20		Draft 6182		-3,673.00	19,326.18
Nov 21		Withdrawal Debit Card		-44.48	19,281.70
		11/19 COLES HARDWARE - DANVILLE DANVILLE PA			
Nov 21		Draft 6184		-100.00	19,181.70
Nov 21		Draft 6188		-3,474.62	15,707.08
Nov 29		Deposit by Check	3,108.07		18,815.15
Nov 29		Certified Draft 0000006201 for \$306.93			
Nov 29		Certified Draft 0000006200 for \$1,399.24			
Nov 30		Deposit Dividend Dividend Post	2.64		18,817.79
		Annual Percentage Yield Earned 0.130% from 11/01/2019 through 11/30/2019			
Nov 30		Ending Balance			18,817.79
		Total Deposits 4,025.21			
		Total Withdrawals 15,745.44			

#### Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Nov 4	□ 6175	355.00	Nov 18	□ 6181	373.31	Nov 14	□ 6187	1,336.97
Nov 15	□ 6176	45.58	Nov 20	□ 6182	3,673.00	Nov 21	□ 6188	3,474.62
Nov 18	□ 6177	406.03	Nov 21	□ 6184*	100.00	Nov 20	□ 6189	99.00
Nov 13	□ 6178	651.72	Nov 18	□ 6185	443.62	Nov 20	□ 6190	112.90
Nov 13	□ 6179	1,370.53	Nov 20	□ 6186	328.57	Nov 18	□ 6191	229.75
Nov 15	□ 6180	190.00						

\* denotes skipped sequence

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

#### ID 41 DCNR GRANT CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Nov 1		Balance Forward			0.00
Nov 30		Ending Balance			0.00
			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
Nov 1		Balance Forward			21,518.06
Nov 30		Deposit Dividend Dividend Post	18.39		21,536.45
		Annual Percentage Yield Earned 1.040% from 11/01/2019 through 11/30/2019			
Nov 30		Ending Balance			21,536.45
		Total Deposits 18.39			

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**Member Number:** 584727 **Statement Period:** 11/01/2019-11/30/2019

Page 3 of 3

	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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Statement Period: 12/01/2019-12/31/2019

Page 1 of 3

### Summary of Accounts:

	Ending	YTD	
Savings	Balance	Dividend	Member Number: 584727
01 - REGULAR SAVINGS	5.63	28.81	
40 - CHECKING	19,249.03	64.21	
41 - DCNR GRANT CHECKING	0.00	0.29	
42 - DCED GRANT CHECKING	13,822.41	702.06	
Total	33,077.07	795.37	

Authorized Signer(s): TYLER DOMBROSKI, CHRISTOPHER JOHNS, ROBERT T STOUDT, MICHAEL B MILLS

#### ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Dec 1		Balance Forward			5.63
Dec 31		Ending Balance			5.63

#### ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Dec 1		Balance Forward			18,817.79
Dec 2		Draft 6201		-306.93	18,510.86
Dec 2		Draft 6200		-1,399.24	17,111.62
Dec 3		Draft 6192		-109.69	17,001.93
		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 7204096069			
Dec 3		Draft 6202		-41.65	16,960.28
Dec 4		Draft 6196		-52.29	16,907.99
Dec 4		Draft 6194		-63.79	16,844.20
Dec 4		Draft 6197		-413.34	16,430.86
Dec 4		Draft 6195		-436.19	15,994.67
Dec 4		Draft 6198		-444.70	15,549.97
Dec 4		Draft 6199		-492.59	15,057.38
Dec 4		Draft 6203		-874.95	14,182.43
Dec 4		Draft 6193		-884.79	13,297.64
Dec 5		Withdrawal Debit Card		-28.70	13,268.94
		12/3 COLES HARDWARE - DANVILLE DANVILLE PA			
Dec 6		Withdrawal Debit Card		-63.73	13,205.21
		12/4 STAPLES 00106344 BLOOMSBURG PA			
Dec 10		Withdrawal ACH DELUXE CHECK		-68.00	13,137.21
		TYPE: CHECK/ACC. ID: 1410216800 CO: DELUXE CHECK			
Dec 13		Withdrawal Debit Card		-267.99	12,869.22
		12/12 HOOVER TRACTOR LLC MIFFLINBURG PA			
Dec 15		Withdrawal Debit Card		-52.38	12,816.84
		12/13 TURBOTVILLE GREAT VAL TURBOTVILLE PA			
Dec 16		Withdrawal ACH COMMWLTHOFPA INT		-182.54	12,634.30
		TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT			
Dec 16		Withdrawal ACH IRS		-1,255.72	11,378.58

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Member Number: 584727 Statement Period: 12/01/2019-12/31/2019

Page 2 of 3

#### ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
		TYPE: USATXPYMT ID: 3387702000 CO: IRS			
Dec 18		Withdrawal Debit Card		-21.19	11,357.39
		12/16 COLES HARDWARE - DANVILLE DANVILLE PA			
Dec 18		Draft 6206		-45.97	11,311.42
Dec 18		Draft 6205		-109.28	11,202.14
Dec 18		Draft 6204		-310.94	10,891.20
Dec 18		Draft 6207		-1,157.88	9,733.32
Dec 19		Draft 6209		-190.00	9,543.32
Dec 20		Draft 6211		-99.00	9,444.32
Dec 27		Draft 6183		-50.00	9,394.32
Dec 30		Deposit by Check	12,700.00		22,094.32
Dec 30		Certified Draft 0000006215 for \$1,258.49			
Dec 30		Certified Draft 0000006216 for \$214.71			
Dec 31		Draft 6208		-50.00	22,044.32
Dec 31		Draft 6216		-214.71	21,829.61
Dec 31		Draft 6215		-1,258.49	20,571.12
Dec 31		Draft 6210		-1,323.00	19,248.12
Dec 31		Deposit Dividend Dividend Post	0.91		19,249.03
		Annual Percentage Yield Earned 0.090% from 12/01/2019 through 12/31/2019			
Dec 31		Ending Balance			19,249.03
		Total Deposits 12,700.91			
		Total Withdrawals 12,269.67			

#### Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Dec 27	□ 6183	50.00	Dec 4	□ 6199	492.59	Dec 18	□ 6207	1,157.88
Dec 3	□ 6192*	109.69	Dec 2	□ 6200	1,399.24	Dec 31	□ 6208	50.00
Dec 4	□ 6193	884.79	Dec 2	□ 6201	306.93	Dec 19	□ 6209	190.00
Dec 4	□ 6194	63.79	Dec 3	□ 6202	41.65	Dec 31	□ 6210	1,323.00
Dec 4	□ 6195	436.19	Dec 4	□ 6203	874.95	Dec 20	□ 6211	99.00
Dec 4	□ 6196	52.29	Dec 18	□ 6204	310.94	Dec 31	□ 6215*	1,258.49
Dec 4	□ 6197	413.34	Dec 18	□ 6205	109.28	Dec 31	□ 6216	214.71
Dec 4	□ 6198	444.70	Dec 18	□ 6206	45.97			

\* 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
Dec 1		Balance Forward			0.00
Dec 31		Ending Balance			0.00

	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
Dec 1		Balance Forward			21,536.45
Dec 23		Draft 103		-7,731.90	13,804.55
Dec 31		Deposit Dividend Dividend Post	17.86		13,822.41

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**Member Number:** 584727  
**Statement Period:** 12/01/2019-12/31/2019

Page 3 of 3

**ID 42 DCED GRANT CHECKING - Continued**

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
		Annual Percentage Yield Earned 1.100% from 12/01/2019 through 12/31/2019			
Dec 31		Ending Balance			13,822.41
		Total Deposits 17.86			
		Total Withdrawals 7,731.90			

**Drafts for 42 - DCED GRANT CHECKING**

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Dec 23	□ 103	7,731.90						

\* denotes skipped sequence

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

Refinance or consolidate your loans to take advantage of our great rates today at [www.service1.org](http://www.service1.org)

## MARC Account Reconciliation - Service 1st Accounts

UPDATED 12/31/2019

ending balance from 12/31/19 bank statement	\$ 33,077.07
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 33,077.07
withdrawals not yet cleared (detailed below)	\$ 13,170.92
calculated balance (should agree with actual combined balance)	\$ 19,906.15
balance (savings account ID01)	\$ 5.63
balance (checking account ID40)	\$ 16,914.41
balance (DCNR grant checking account ID41)	\$ -
balance (DCED grant checking account ID42)	\$ 2,986.11
actual combined balance	\$ 19,906.15
difference	\$ -

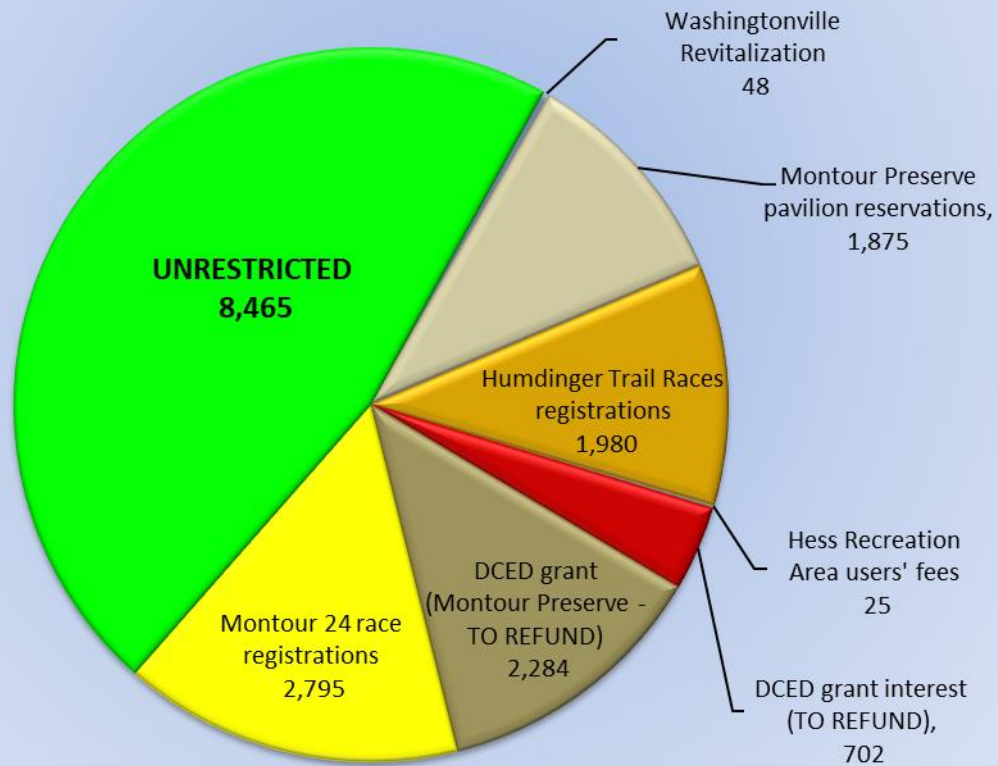
### DEPOSITS NOT YET POSTED

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
		<b>TOTAL</b>	<b>\$ -</b>

### WITHDRAWALS NOT YET CLEARED

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
09/30/19	6151	Starr Portables (Montour Preserve restrooms pumping and disposal)	450.00
12/26/19	6212	Dennis Piatt (payroll 12/8 - 12/21)	413.35
12/26/19	6213	Jon Beam (payroll 12/8 - 12/21)	231.66
12/26/19	6214	Lesley Yeich (payroll 12/8 - 12/21)	72.25
12/28/19	6217	Verizon	107.72
12/28/19	6218	Candy Fisher (Montour Preserve cleaning)	920.00
12/28/19	6219	PPL Electric Utilities (Hess Recreation Area electricity)	39.64
12/30/19	6220	Washingtonville Volunteer Fire Co. (donation)	100.00
12/26/19	104	Menco Mechanical (HVAC replacement)	10,836.30
		<b>TOTAL</b>	<b>\$ 13,170.92</b>

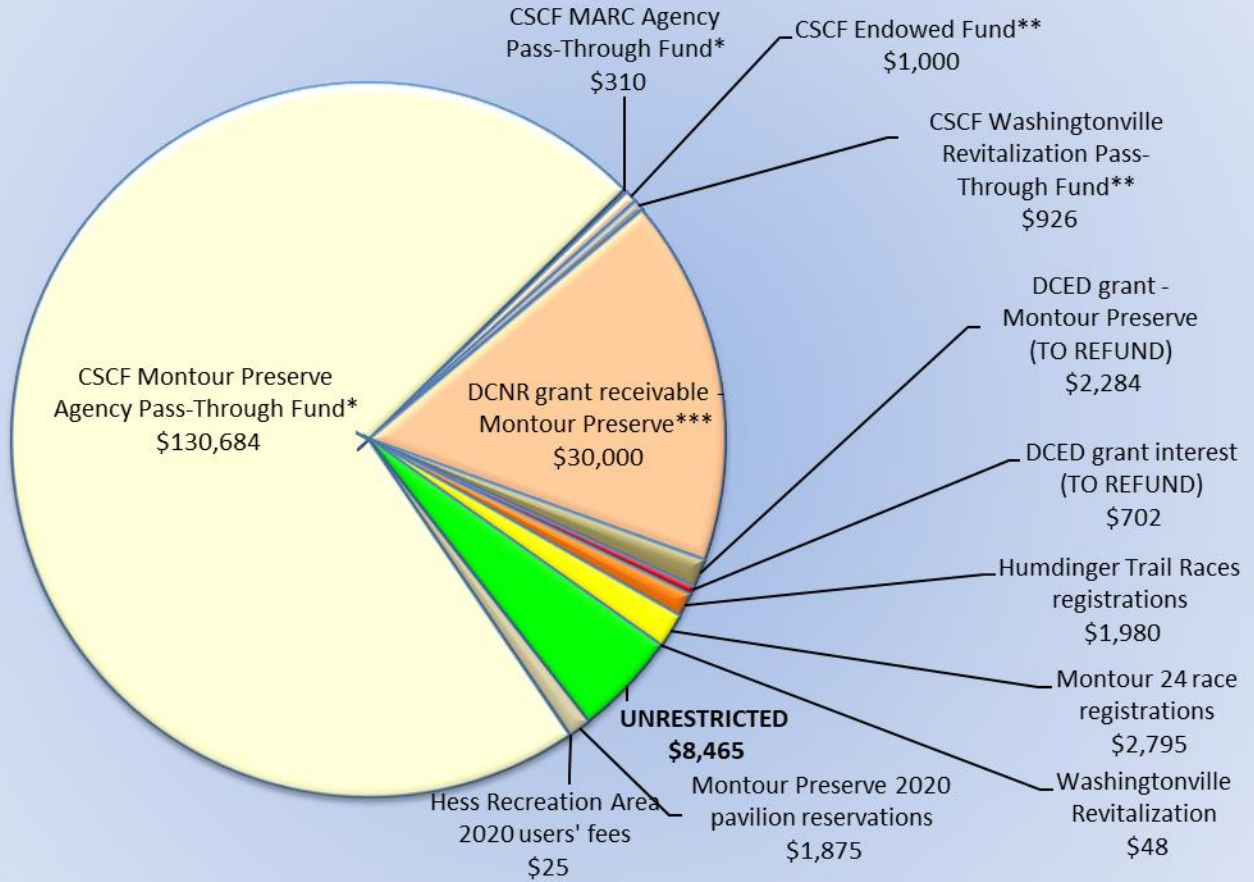
**MARC FUNDS EARMARKS AS OF 1/23/20**  
**COMBINED ACCOUNT BALANCE: \$18,173.63**  
**(INCLUDES SAVINGS, DCNR AND DCED GRANT CHECKING**  
**ACCOUNTS AND GENERAL CHECKING ACCOUNT;**  
**EXCLUDES CSCF FUNDS AND GRANTS RECEIVABLE)**





## MARC TOTAL ASSETS AS OF 1/23/20

COMBINED VALUE: \$181,093

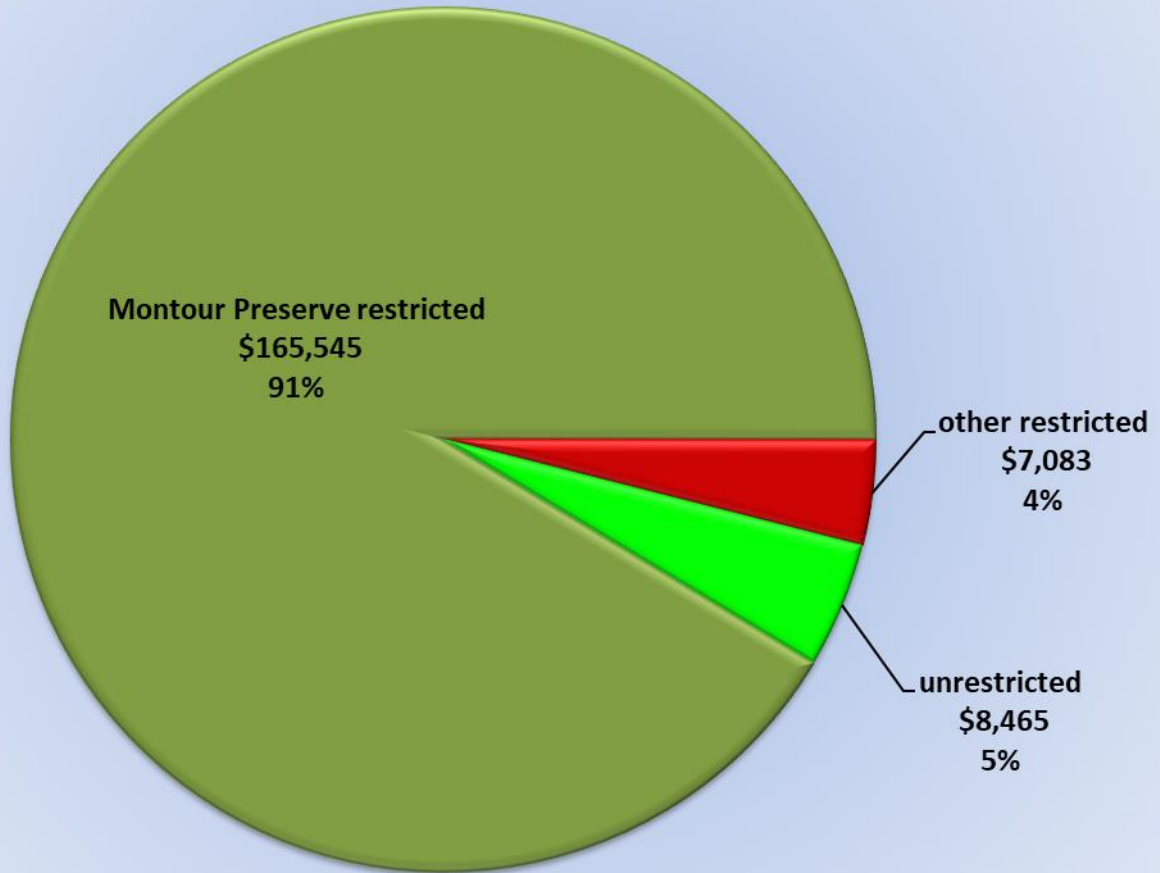



**NOTES:** \* CSCF Montour Preserve Agency Pass-Through Fund and MARC Agency Pass-Through Fund balances include contributions as of 6/30/19.

\*\* CSCF Endowed Fund and CSCF Washingtonville Revitalization Pass-Through Fund balances include start-up contributions made 11/26/19.

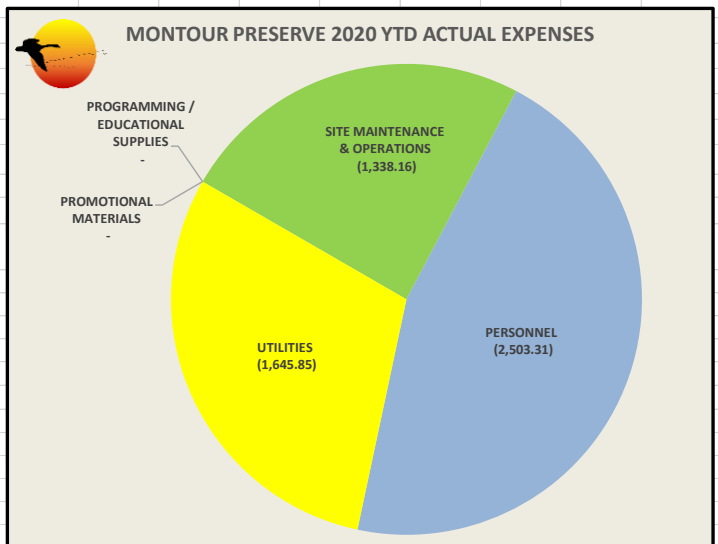
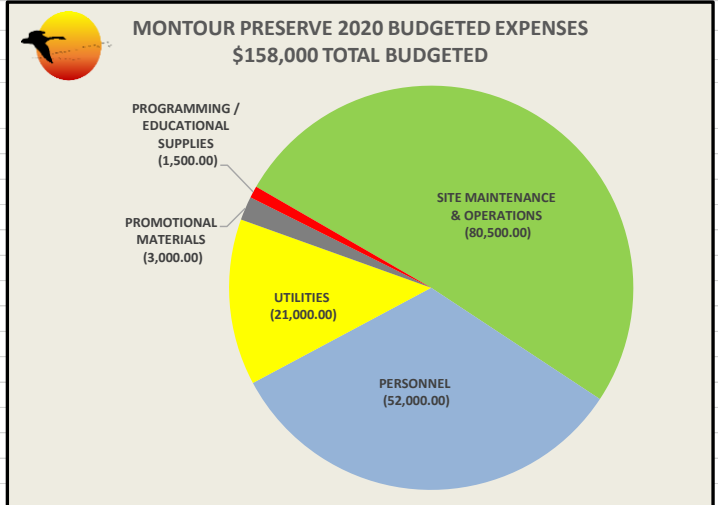
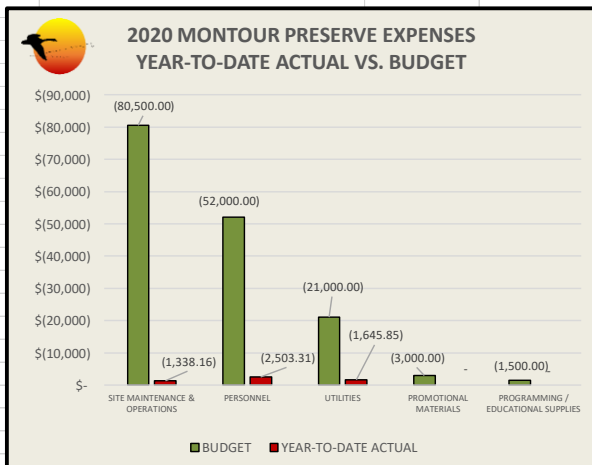
\*\*\* DCNR grant receivable is contingent upon MARC's successful completion of performance audits.

**MARC TOTAL ASSETS AS OF 1/23/19**  
**COMBINED VALUE: \$181,093**



 <b>MONTOUR PRESERVE 2020 BUDGET</b> BUDGET ADOPTED 11/25/19; YEAR-TO-DATE AS OF 1/23/20		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
personnel	(52,000.00)	(2,503.31)
cleaning service	(4,500.00)	-
HVAC system maintenance	(1,000.00)	-
lawn care	(21,000.00)	-
parking lot / road maintenance	(7,500.00)	-
security system	(1,500.00)	(215.34)
sewage pumping	(1,000.00)	-
snow plowing	(2,500.00)	-
supplies / misc.	(16,000.00)	(1,122.82)
ATV purchase	(10,000.00)	-
water testing	(1,000.00)	-
wildlife management	(4,500.00)	-
picnic area sinks repair/replacement	(2,000.00)	-
picnic area pavilion / restroom painting	(4,000.00)	-
visitors' center / EEC signage replacement	(2,000.00)	-
trail markers and signage	(2,000.00)	-
electric	(15,000.00)	(1,520.85)
internet service	(2,000.00)	-
telephone	(1,300.00)	-
trash service	(2,000.00)	(125.00)
website hosting / email service	(700.00)	-
promotional materials	(3,000.00)	-
programming & educational supplies	(1,500.00)	-
<b>EXPENSE TOTAL</b>	<b>\$(158,000.00)</b>	<b>\$ (5,487.32)</b>

<b>MONTOUR PRESERVE</b> <b>BUDGETING VS. ACTUAL EXPENSES</b>		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
SITE MAINTENANCE & OPERATIONS	(80,500.00)	(1,338.16)
PERSONNEL	(52,000.00)	(2,503.31)
UTILITIES	(21,000.00)	(1,645.85)
PROMOTIONAL MATERIALS	(3,000.00)	-
PROGRAMMING / EDUCATIONAL SUPPLIES	(1,500.00)	-
<b>EXPENSE TOTAL</b>	<b>\$(158,000.00)</b>	<b>\$ (5,487.32)</b>





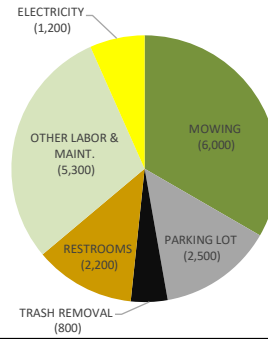
# MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2020 BUDGETS

BUDGET ADOPTED 11/25/19

YEAR-TO-DATE INFORMATION UPDATED 1/23/20

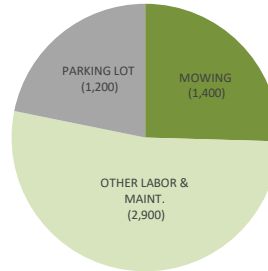
HESS RECREATION AREA 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(6,000)	-
PARKING LOT	(2,500)	-
TRASH REMOVAL	(800)	(65.00)
RESTROOMS	(2,200)	(158.58)
OTHER LABOR & MAINT.	(5,300)	(206.14)
ELECTRICITY	(1,200)	-
<b>TOTAL</b>	<b>(18,000)</b>	<b>(429.72)</b>

## 2020 HESS RECREATION AREA BUDGETED EXPENSES



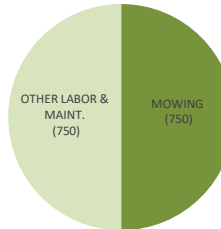
HOPEWELL PARK 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(1,400)	-
OTHER LABOR & MAINT.	(2,900)	(114.52)
PARKING LOT	(1,200)	-
<b>TOTAL</b>	<b>(5,500)</b>	<b>(114.52)</b>

## 2020 HOPEWELL PARK BUDGETED EXPENSES



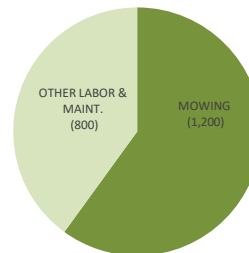
NORTH BRANCH CANAL TRAIL (MONTOUR) 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(750)	-
OTHER LABOR & MAINT.	(750)	(6.03)
<b>TOTAL</b>	<b>(1,500)</b>	<b>(6.03)</b>

## 2020 NORTH BRANCH CANAL TRAIL (MONTOUR CO.) BUDGETED EXPENSES



RIVER DRIVE PARCEL 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(1,200)	-
OTHER LABOR & MAINT.	(800)	-
<b>TOTAL</b>	<b>(2,000)</b>	<b>-</b>

## 2020 RIVER DRIVE PARCEL BUDGETED EXPENSES





## 2020 MARC BUDGET

ADOPTED 11/25/19; YEAR-TO-DATE INFORMATION UPDATED 1/23/20

EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	FUNDING SOURCES	BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	BUDGETED LINE ITEM SURPLUS / (DEFICIT)	ACTUAL YEAR-TO-DATE LINE ITEM SURPLUS / (DEFICIT)
Montour Preserve	\$(158,000.00)	\$ (5,487.32)	3.5%	DCNR grant (close-out payment in 2020) pavilion / auditorium reservations donations	\$ 30,000.00 \$ 10,000.00 \$ 6,000.00	\$ - \$ - \$ 176.00	0.0% 0.0% 2.9%	\$ (58,000.00)	\$ (3,974.04)
Hess Recreation Area	\$ (18,000.00)	\$ (429.72)	2.4%	transfer from Central Susquehanna Community Foundation Fund carryover prior year-end balance	\$ 50,000.00 \$ 4,000.00	\$ - \$ 1,337.28	0.0% 33.4%		
North Branch Canal Trail (Montour Co. portion)	\$ (1,500.00)	\$ (6.03)	0.4%	user fees [1,500], donations [500]	\$ 2,000.00	\$ 25.00	1.3%	\$ (16,000.00)	\$ (404.72)
Columbia County projects	\$ (3,000.00)	\$ (6.03)	0.2%	donations [300] Columbia County	\$ 300.00 \$ 3,000.00	\$ - \$ -	0.0% 0.0%	\$ (1,200.00)	\$ (6.03)
Hopewell Park/Borough Farm Trails	\$ (5,500.00)	\$ (114.52)	2.1%	donations [500]	\$ 500.00	\$ -	0.0%	\$ (5,000.00)	\$ (114.52)
River Drive parcel (NBCT parking)	\$ (2,000.00)	\$ -	0.0%		\$ -	\$ -		\$ (2,000.00)	\$ -
Washingtonville Revitalization projects	\$ (6,000.00)	\$ (90.41)	1.5%	donations [3,000]	\$ 3,000.00	\$ 47.67	1.6%	\$ (3,000.00)	\$ (42.74)
tools & supplies	\$ (1,500.00)	\$ -	0.0%		\$ -	\$ -		\$ (1,500.00)	\$ -
Humdinger Trail Races	\$ (11,500.00)	\$ (148.06)	1.3%	race registration fees and sponsorships	\$ 11,500.00	\$ 1,980.00	17.2%	\$ -	\$ 1,831.95
Chilli Challenge	\$ (7,500.00)	\$ -	0.0%	race registration fees and sponsorships	\$ 7,500.00	\$ -	0.0%	\$ -	\$ -
Montour 24	\$ (7,500.00)	\$ (42.37)	0.6%	race registration fees and sponsorships	\$ 7,500.00	\$ 2,795.00	37.3%	\$ -	\$ 2,752.63
Danville / Montour Co. bike / ped safety projects	\$ (1,000.00)	\$ (12.06)	1.2%		\$ -	\$ -		\$ (1,000.00)	\$ (12.06)
wellness special projects	\$ (3,000.00)	\$ (120.55)	4.0%		\$ -	\$ -		\$ (3,000.00)	\$ (120.55)
tourism promotion special projects	\$ (2,000.00)	\$ (120.55)	6.0%		\$ -	\$ -		\$ (2,000.00)	\$ (120.55)
mountain biking special projects	\$ (10,000.00)	\$ (126.58)	1.3%	donations [3,500]	\$ 3,500.00	\$ -	0.0%	\$ (6,500.00)	\$ (126.58)
other special projects & events	\$ (2,000.00)	\$ -	0.0%		\$ -	\$ -		\$ (2,000.00)	\$ -
admin / misc. other (includes Stoudt admin labor)	\$ (17,000.00)	\$ (1,627.43)	9.6%		\$ -	\$ -		\$ (17,000.00)	\$ (1,627.43)
insurance (D&O, General & Workers' Comp)	\$ (14,000.00)	\$ -	0.0%		\$ -	\$ -		\$ (14,000.00)	\$ -
accounting	\$ (1,800.00)	\$ -	0.0%		\$ -	\$ -		\$ (1,800.00)	\$ -
office supplies	\$ (1,000.00)	\$ (434.88)	43.5%		\$ -	\$ -		\$ (1,000.00)	\$ (434.88)
dues & fees	\$ (1,000.00)	\$ (363.00)	36.3%		\$ -	\$ -		\$ (1,000.00)	\$ (363.00)
public notices	\$ (1,000.00)	\$ (159.60)	16.0%		\$ -	\$ -		\$ (1,000.00)	\$ (159.60)
				Montour Co. Act 13 funding	\$ 5,000.00	\$ -	0.0%	\$ 5,000.00	\$ -
				Montour County Hotel Tax	\$ 100,000.00	\$ -	0.0%	\$ 100,000.00	\$ -
				Geisinger contribution	\$ 25,000.00	\$ -	0.0%	\$ 25,000.00	\$ -
				transfer from Central Susquehanna Community Foundation Fund carryover 2019 year-end unrestricted balance	\$ - \$ 2,000.00	\$ - \$ 13,349.94		\$ - \$ 2,000.00	\$ - \$ 13,349.94
				unrestricted donations	\$ 5,000.00	\$ -	0.0%	\$ 5,000.00	\$ -
TOTAL EXPENSES	\$ (275,800.00)	\$ (9,289.08)	3.4%	TOTAL INCOME	\$ 275,800.00	\$ 19,710.89	7.1%	\$ -	\$ 10,421.81

### **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.

9:55 AM

01/09/20

Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Position**  
 As of December 31, 2019

	Dec 31, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Serv 1st -DCED Grant Cking	2,986.11
Service 1st - Savings	5.63
Service 1st FCU	16,914.41
Total Checking/Savings	19,906.15
Other Current Assets	
Grants Receivable	
DCNR Grant	30,000.00
Total Grants Receivable	30,000.00
Prepaid Expenses	162.48
Total Other Current Assets	30,162.48
Total Current Assets	50,068.63
Other Assets	
CSCF - Trusted Funds	
MARC Agency Endowment Fund	1,000.00
MARC Washingtonville Revitaliza	925.72
Montour Preserve Fund	130,683.77
CSCF - Trusted Funds - Other	309.53
Total CSCF - Trusted Funds	132,919.02
Total Other Assets	132,919.02
<b>TOTAL ASSETS</b>	<b>182,987.65</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Hess Field User Fees	25.00
Preserve Reservations	1,385.00
Race Registrations	775.00
Total Advance Payments Received	2,185.00
Conditional Contributions	
Agency Endowment Fund	1,000.00
CSCF-Preserve Donations & Int	41,942.49
DCED Preserve Funds	2,284.05
DCNR Montour Preserve	-5,486.26
Preserve Donations & Income	28,326.94
Washingtonville Revitalization	973.39
Total Conditional Contributions	69,040.61
DCED Interest Payable	702.06
Payroll Liabilities	1,442.95
Total Other Current Liabilities	73,370.62
Total Current Liabilities	73,370.62
Total Liabilities	73,370.62

No Assurance Provided

Page 1

9:55 AM

01/09/20

Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Position**  
**As of December 31, 2019**

	Dec 31, 19
Equity	
Retained Earnings	109,415.44
Net Income	201.59
Total Equity	109,617.03
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>182,987.65</b>

No Assurance Provided

Page 2

## **ASSISTANT DIRECTOR'S REPORT (JON BEAM)**

In the past two months, Jon has offered several public programs, hosted and participated in the annual Christmas Bird Count, scheduled winter programs, created and posted the winter newsletter and assisted with several projects at Montour Preserve.

Jon Beam

1/20/20

## **MAINTENANCE TECHNICIAN'S REPORT (DENNY PIATT)**

The eagles in the VC have landed back on their perch since the new HVAC system is installed.

re-clearing of the bluebird trail is complete, will have to wait till spring of 2020 to install culvert pipe and stabilize wet area at location of small wooden bridge.

helped Jon Beam install weather station on roof and then we cleaned the rain gutters on the VC/EEC roof also

Bob and I searched for Loon that could not fly that a visitor reported it was on preserve road. We could not find.

I put up all related ice signs on both sides of lake and also rescue bars

started to regrade contour ditch at Goose Cove that cannot be mowed because it is too wet. This is in the picnic table and swing area. will complete in spring

cleared snow from two small storms

PTMT

Dennis Piatt

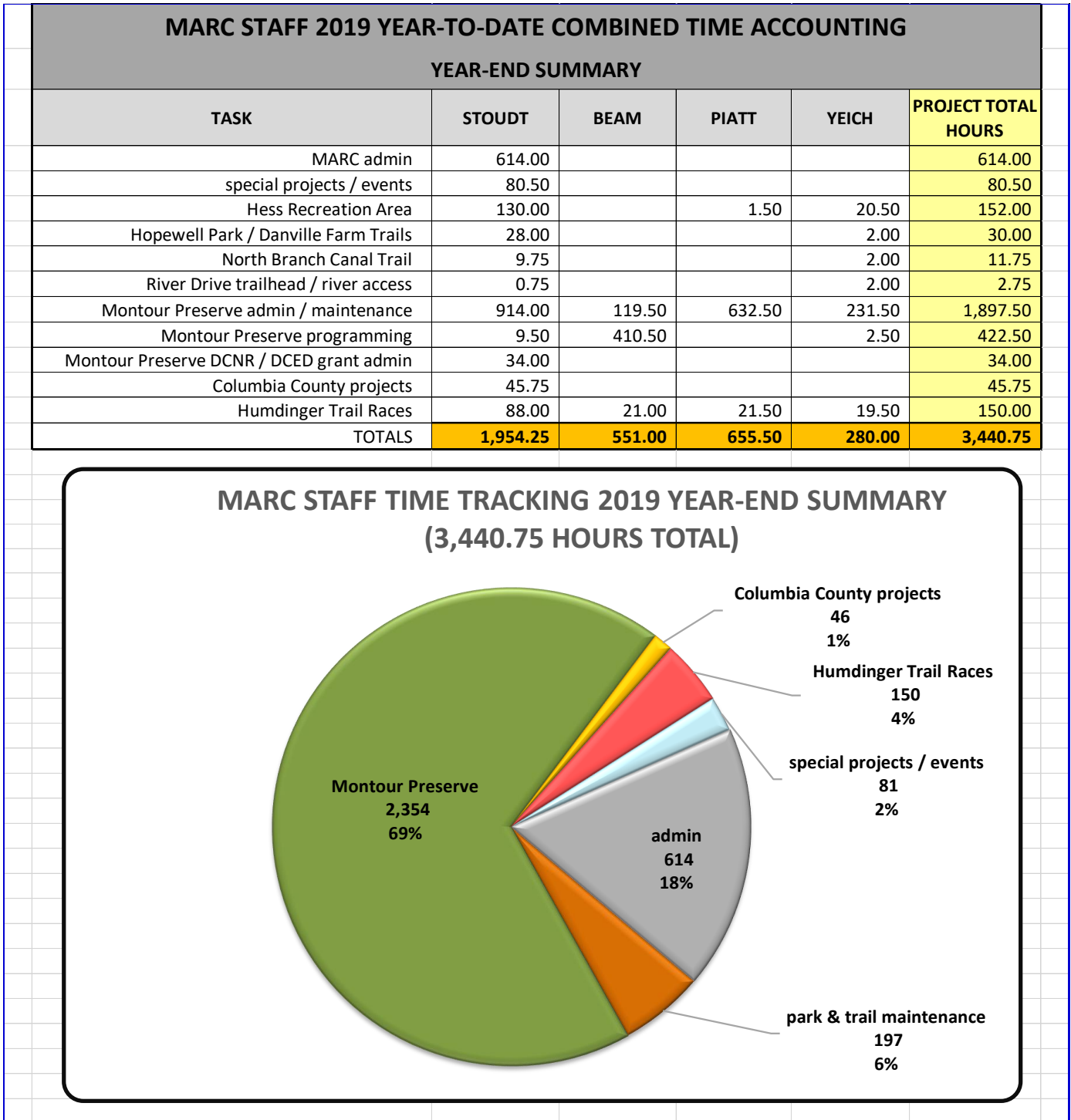
1/23/20

# DIRECTOR'S REPORT

	STOUDT	PROJECT YTD TOTAL HOURS	NOVEMBER							DECEMBER																				
			24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
admin / other	MARC admin	610.50	6.00	5.00	4.00	0.50		0.75				2.50	2.00	1.50	4.00			1.50	1.50	1.00	3.00	2.00		1.00	3.50	3.50	3.00	2.00		
	special projects / events	77.00											2.00						3.50	5.00	2.00		4.00				3.00		5.00	
park & trail maintenance	Hess Recreation Area	130.00	0.50					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	
	Hopewell Park / Danville Farm Trails	27.25				0.75		0.50				1.25	0.25												0.25	0.25		2.50		
	North Branch Canal Trail	9.75	0.25	0.50				0.50																	0.25					
	River Drive trailhead / river access	0.75																							0.25					
Montour Preserve	Montour Preserve admin / maintenance	899.25	3.00	3.00	1.25			0.25				1.00	2.00	2.00	3.00			2.00	1.00	0.25	1.00	4.75		0.50	3.50	2.00	1.50	2.50	2.00	
	Montour Preserve programming	8.50																												
	Montour Preserve DCNR grant admin	15.00										2.00	6.25	3.00																
	Montour Preserve DCED grant admin	17.75																				0.25								
	Columbia County projects	45.75	0.75																											
	Humdinger Trail Races	73.75										3.50	0.25		0.50															
	DAILY TOTALS	1915.25	10.50	8.50	5.25	1.25		2.25				10.50	13.00	6.50	7.75			3.75	6.25	6.50	6.25	7.25	4.00	1.50	7.75	6.00	7.75	7.25	7.25	
	WEEKLY PAYROLL TOTAL		27.75							37.75							34.00							37.50						
	BIWEEKLY PAYROLL TOTAL									65.50														71.50						
	PAYROLL PERIOD									25														26						

	STOUDT	PROJECT YTD TOTAL HOURS	DECEMBER 2019										January 2020																																									
			22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24																		
admin	MARC admin	77.75	1.00			1.50	4.00	0.50	0.50	3.50	2.50	1.00	0.50	3.50	6.00	1.00	6.00	5.50	3.00	2.25	3.00		3.00	6.00	4.00	3.00	1.00	0.75			1.00	1.50	2.00	6.25	4.00																			
PARK & TRAIL MAINTENANCE	Hess Recreation Area	14.75	0.25	0.25		1.00		1.25		0.75			0.25	0.50			0.25	0.25	0.50	2.00			4.50	0.25	0.25	0.25	0.25	0.25	0.25			0.50	0.25	0.25	0.25	0.25																		
	Hopewell Park / Danville Farm Trails	5.25						1.00			1.25																	1.00					1.50	0.25	0.25																			
	Montour Preserve admin / maintenance	46.75	0.50	1.75						4.00	3.00		1.00	0.50			1.25	1.00	1.50		3.00	2.50	0.50	4.75	4.50	3.00	2.00	2.00			3.00	2.00	1.50	0.50	3.00																			
	Montour Preserve programming	1.00																													0.50	0.50																						
	North Branch Canal Trail (Montour Co.)	0.25																														0.25																						
	River Drive trailhead / river access																																																					
SPECIAL PROJECTS & EVENTS	Columbia County projects	0.25																															0.25																					
	Danville / Montour Co. bike / ped safety	1.50																														0.50		1.00																				
	mountain biking special projects	5.25									0.75		1.50	1.00							1.25										0.25	0.50																						
	other special projects / events																																																					
	tourism promotion special projects	5.00									2.00								0.25												2.25	0.50																						
	Washingtonville revitalization	4.75																										3.00			0.25	0.25	0.25	0.25	0.75																			
	wellness special projects	5.00									0.50			1.50				0.25	0.25													2.50																						
	Humdinger Trail Races	0.50									0.25								0.25																																			
	Montour 24 Endurance Races	0.25																	0.25																																			
	Chilli Challenge																																																					
	DAILY TOTALS	168.25	0.50	3.00	0.25		2.50	4.00	2.75	0.50	8.50	10.00	1.00	3.25	7.00	6.00	1.00	7.50	7.50	5.50	4.25	7.25	7.00	3.75	11.00	8.75	6.25	4.25	6.00		7.50	7.25	7.50	7.50	9.25																			
	WEEKLY PAYROLL TOTAL		13.00										36.25										40.00										40.00										39.00											
	BIWEEKLY PAYROLL TOTAL												49.25																				80.00																					
	PAYROLL PERIOD												1										2																															

## DIRECTOR'S REPORT (continued)





## **DIRECTOR'S REPORT (continued)**

### **GRANTS**

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

- Initial \$100,000 grant was twice amended to a total of \$300,000 and extended through 6/30/2020
- \$30,000 (10% of total grant amount) will remain held by DCNR until the successful completion of the performance audit
- Stoudt met on 12/5 with auditors at McKonly & Asbury (formerly Brewer & Company, LLC) to submit grant materials and accounting records for the required end-of-grant performance audit
  - Semi-final audit results were delivered to MARC on 1/24; final results may be available on 1/27
- MARC will submit end-of-grant audit and other materials to DCNR in coming days and expects to receive the final \$30,000 payment within 6 – 8 weeks

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

- MARC on 4/15/19 received and deposited to a dedicated checking account the \$100,000 grant disbursement
- As of 12/31/19, all grant-funded projects have been completed
  - Final project expenses included:
    - HVAC systems replacement (\$59,984.05 actual; \$60,000 budgeted)
    - Visitors' Center roof repair (\$7,731.90 actual; \$10,000 budgeted)
    - Utility tractor purchase (\$38,399.58 actual; \$30,000 budgeted (\$8,399.58 of other (non-grant) Montour Preserve restricted income used to make up difference)
- As of 1/23/20, \$2,986.11 remains earmarked in MARC's account to be refunded to DCED per the terms of the grant; this includes:
  - \$702.06 interest earned
  - \$2,284.05 unused grant funds
- In coming days, Stoudt will provide end-of-grant accounting and supporting materials to McKonly & Asbury (formerly Brewer & Company, LLC) for the required performance audit

## **DIRECTOR'S REPORT (continued)**

### **MANAGED SITES**

- **Hess Recreation Area**

- An individual was documented on 12/24 backing a vehicle into the skatepark and burning out his tires on the concrete
  - Tips from friends of MARC and images from MARC trail cameras helped identify a juvenile suspect, later confirmed by Mahoning Township Police
  - Because no significant damages occurred and because the suspect was a juvenile, Stoudt requested community service, but no charges be filed
  - Stoudt worked on 1/11 with the juvenile to repair lighting in the restrooms, pick up trash, and clear downed trees along the Robbins Trail and Mahoning Flats Trails

- **Hopewell Park / Danville Borough Farm**

- Dave Decoteau, Elijah Evans, and other volunteers continue work to improve the Bullet Baby and adjacent trails as schedules and weather conditions allow
- Stoudt, Decoteau, and Dr. John Gabrielsen have contacted three pumptrack design firms – Trail Dynamics, Velosolutions, and DirtSculpt – to investigate options for the construction of a pumptrack
  - Stoudt, Decoteau, and Dr. John Gabrielsen met on 12/19 with Dave King of DirtSculpt to discuss specific details of possible site design
  - Stoudt has met with representatives of SEDA-COG and Mahoning Township to further discuss permitting and other possible concerns
  - Stoudt recommends hiring DirtSculpt to create a site design which might be used to advance the project to possible next steps (action item for this meeting)

- **Montour Preserve**

- HVAC systems replacement has been completed
- Visitors' Center roof repair has been completed
- Additional repairs to the light posts around the Visitors' Center / Environmental Education Center parking lot have been completed by Williamsport Electric; as of 1/23, all lights are now working
- Maple sugaring open house dates have been set for Saturday, February 29, and Saturday, March 14
  - Pancake breakfast will be hosted Saturday, February 29, from 9am – 11am
    - Volunteers from Washingtonville Revitalization Committee will assist MARC staff
    - Tickets must be purchased in advance; there will be no day-of-event ticket sales
- Winter edition of the Montour Preserve newsletter available <https://montourpreserve.org/newsletter/>

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

- No change since last meeting

- **North Branch Canal Trail**

- Trail Steward Wayne Kashner continues to monitor and maintain the trail
- Stoudt will schedule a trail work day in coming weeks as weather conditions allow

- **River Drive parcel (North Branch Canal Trail trailhead and river access)**

- No change since last meeting

## **DIRECTOR'S REPORT (continued)**

### **SPECIAL PROJECTS AND EVENTS**

- **Columbia County Projects**

- Stoudt met on 1/24 with Charlie Fritz, Director of Governmental Services, Towns of Bloomsburg, regarding the town's Walk, Bike, Connectivity Master Plan
  - Stoudt and Fritz discussed MARC's work on the North Branch Canal Trail and possible options to extend the trail to connect to the Town of Bloomsburg
  - Stoudt will provide mapping and other input to the town's planning firm

- **Danville / Montour County Bike / Pedestrian Safety**

- Stoudt continues to participate in the SEDA-COG Middle Susquehanna Active Transportation Committee to advocate for pedestrian / bicycle safety improvements in and around Montour County
- Stoudt continues to participate in the Danville Business Alliance's Design Committee to assist with pedestrian / bike safety improvements in and around Danville Borough
  - Stoudt met on 1/15 with representatives of the Danville Business Alliance, Danville Borough, and LIVIC Civil to discuss options for extending the North Branch Canal Trail into Danville Borough
- Stoudt met on 1/22 with representatives of Mahoning Township and LIVIC Civil to discuss MARC projects in Mahoning Township

- **Mountain Biking Special Projects**

- Stoudt, Dave Decoteau, and Otto Kurecian (Columbia-Montour Visitors Bureau) on 1/10 participated in a conference call with representatives of the PA Americana Region Visitors Bureau and the Berks Area Mountain Biking Association to discuss the International Mountain Biking Association's (IMBA) Trail Towns program
- Stoudt has begun to organize a group of local mountain biking advocates, tentatively identified as MARC's Mountain Biking Advocacy Group (MBAG), to discuss possible mountain biking projects
  - Stoudt intends to formalize the group into a MARC Advisory Committee, inviting additional public participation
- Stoudt continues to remain in contact with the new owners of the parcel of land adjacent to the Geisinger Stewardship Forest
  - MARC may have the opportunity to develop trails on the parcel and acquire the site as soon as this year (to be owned by an entity other than MARC)
  - Stoudt anticipates the acquisition cost will be approximately one million dollars
- Stoudt will be participating in a DCNR grants webinar on 1/29 to learn more about possible grant funding options

## **DIRECTOR'S REPORT (continued)**

### **SPECIAL PROJECTS AND EVENTS (continued)**

- **Tourism Promotion Special Projects**

- MARC staff and volunteers will assist the Columbia-Montour Visitors Bureau with the Farm to Fork Fun Ride on Saturday, May 30 (<https://www.facebook.com/events/2484787354982667/>)
  - Stoudt has met with representatives of the CMVB, Forks Farm, and Wrenegade Sports to begin event planning
- Stoudt continues to participate in the Danville Heritage Festival Committee (Saturday, 7/18)
- Stoudt and representatives of the Columbia-Montour Visitors Bureau are working to finalize the mapping of all parks, trails, and outdoor recreational sites in and around Montour County
  - mapping is expected to be publicly released by late March
- MARC staff will revisit the Riverside Borough river access, Montgomery Park, and other river access locations in coming weeks to adjust signage and perform maintenance as needed

- **Washingtonville Revitalization**

- Stoudt and Mayor Tyler Dombroski have compiled information regarding fishing / boating access easements and have begun to make contact with landowners adjacent to Chillisquaque Creek to identify and secure stream access locations
- MARC will provide staffing and the use of its 20ft trailer to assist with the transport of large wooden beams being salvaged from a building demolition
  - beams are anticipated for eventual use in the creation of a pavilion at DeLong Park
- MARC will assist with the Borough of Washingtonville's 150<sup>th</sup> anniversary celebration, to be held April 24 - 26

- **Health & Wellness Special Projects**

- Stoudt met on 1/3 with representatives of Geisinger to discuss ongoing and proposed MARC projects to identify those with potential to improve community health and wellness
- Stoudt met on 1/21 with representatives of Geisinger, Bucknell University, Columbia-Montour Visitors Bureau, Columbia Montour Chamber of Commerce, and Danville Health Alliance regarding the ReadySetFit application and other health and wellness efforts
  - meeting attendees will remain engaged to move forward on one or more efforts

## **DIRECTOR'S REPORT (continued)**

### **SPECIAL PROJECTS AND EVENTS (continued)**

- **Races**
  - **Humdinger Trail Races**
    - Event date: Saturday, March 7
    - Race registration opened December 3
    - 84 registrations as of 1/25 (cap 250)
    - Brews & Bytes has closed; Stoudt has engaged PB&J Bar to provide food for the event
  - **Montour 24 Endurance Runs**
    - Event date: Friday, June 26 / Saturday, June 27
    - Race registration opened December 20
    - 51 registrations as of 1/25
  - **Chilli Challenge**
    - Event date: Saturday, October 10
    - Race registration to open after permitting and insurance in place

### **OTHER UPDATES**

- MARC has been nominated for the Danville Business Alliance's Not For Profit of the Year Award, to be awarded at the DBA's 'I Heart Danville Fundraising Gala' on 2/15
  - Other nominees include Thomas Beaver Free Library, Danville Area Community Center, and Zing Productions
- MARC's 2019 Annual Report has been posted to MARC's website at <https://montourec.com/annual-report/>
- MARC's 2019 Supporter Appreciation Dinner was held in the Montour Preserve's Environmental Education Center auditorium on 1/14
  - roughly 90 people attended the event
  - MARC presented awards to Girl Scout Troop 60089 (2019 Volunteer Organization of the Year) and Dr. Frank Maffei (2019 Community Health & Wellness Advocate of the Year)
  - Two additional awards will be presented in coming days to individuals / organizations unable to attend the meeting



## **DIRECTOR'S REPORT (continued)**

### **UPCOMING EVENTS AND MEETINGS**

- 1/27 Middle Susquehanna Active Transportation Committee meeting
- 1/29 DCNR grants webinar
- 2/1 Winter Walk (Montour Preserve) (<https://www.facebook.com/events/581970619260030/>)
- 2/3 Danville Heritage Festival Committee meeting
- 2/5 Danville Business Alliance Design Committee meeting
- 2/15 Danville Business Alliance 'I Heart Danville Fundraising Gala  
(<http://visitdanvillepa.org/events/i-heart-danville-fundraising-gala/>)
- 2/22 Montour Preserve sugar shack setup
- 2/24 MARC meeting
- 2/29 Montour Preserve Maple Sugaring Open House  
(<https://www.facebook.com/events/502330263823160/>)
- 2/29 Montour Preserve Pancake Breakfast (<https://www.facebook.com/events/2467176813496617/>)
- 3/1 Humdinger setup (pig barn)
- 3/2 Danville Heritage Festival Committee meeting
- 3/7 Humdinger Trail Races (<https://montourrec.com/humdinger-trail-races/>)
- 3/14 Montour Preserve Maple Sugaring Open House  
(<https://www.facebook.com/events/2792916814062099/>)
- 3/27 Peeper Time (Montour Preserve) (<https://www.facebook.com/events/828578950917374/>)

## RESOLUTION 2020-1

WHEREAS the Montour Area Recreation Commission (MARC) wishes to update the list of individuals authorized to sign documents on behalf of MARC, and

WHEREAS all MARC checks or other financial instruments shall require two signatures, including those of MARC's Director and either MARC's Chairperson or Treasurer, and

WHEREAS all MARC contracts, agreements, and other legally binding documents shall require two signatures, including those of MARC's Director and either MARC's Chairperson or Secretary, and

WHEREAS this resolution replaces any prior listings of individuals authorized to sign documents on behalf of MARC, and

WHEREAS this resolution, 2020-1, has been presented and adopted at the regularly scheduled monthly MARC meeting on January 27, 2020;

NOW THEREFORE, it is resolved that:

The following individuals are authorized to sign documents, including checks, contracts, legal agreements, etc. on behalf of the Montour Area Recreation Commission (MARC):

Robert Timothy Stoudt, Director signature \_\_\_\_\_

and

Either

\_\_\_\_\_, Chairperson signature \_\_\_\_\_

or

\_\_\_\_\_, Treasurer signature \_\_\_\_\_

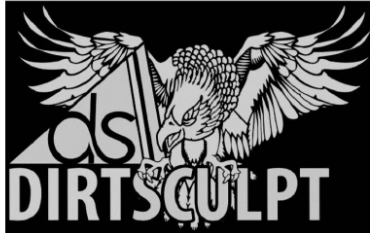
or

\_\_\_\_\_, Secretary signature \_\_\_\_\_

I hereby attest that Resolution 2020-1, as documented here, has been adopted by the Montour Area Recreation Commission (MARC) on January 27, 2020.  
(date)

\_\_\_\_\_  
(MARC Secretary printed name)

\_\_\_\_\_  
(MARC Secretary signature)



PO Box 354  
 Lehighton pa 18235-0354  
 4845156095  
 Dave@dirtsculpt.com

## Estimate

For: Bob Stoudt  
 RStoudt@MontourRec.com

Estimate No: 80  
 Date: 01/21/2020

Description	Quantity	Rate	Amount
Danville Paved PumpTrack	1	\$5,000.00	\$5,000.00
-1 Site visit			
- 1 Community Out Reach Meeting			
- 3D Concept Design			
- 3D Final Design			
Subtotal			\$5,000.00
TAX 0%			\$0.00
Total			\$5,000.00
<b>Total</b>			<b>\$5,000.00</b>





## PUMPTRACKS

(information and photos from [www.dirtsculpt.com/services-pumptracks](http://www.dirtsculpt.com/services-pumptracks))

A pumptrack provides a community hub where the fundamentals of riding are learned and perfected. An optimal track layout will provide a radical time for riders of all skillsets. From children just learning to ride, to professional cyclists, the rider is only limited to their imagination of how to approach the course. Starting on a raised platform the rider carves around the track by pumping (pulling over and pushing down) a series of rollers (mounds). These rollers are connected by a series of berms (banked turns). The flow of these features provides the rider with an endless circuit of pump lines (routes) to enjoy.

**Why's it called a Pumptrack?** Pumptracks are named after the pumping motion that riders use to propel them through the course. Pumptracks have a start hill that is slightly raised. Riders use this momentum combined with a pumping motion to maintain speed.

**What age and skill level do riders need to be?** One of the great things about pumptracks are that they can be enjoyed by riders of all ages and abilities. We have seen little kids from the age of 2 to big kids as old as 80 riding pumptracks.

**Do I need a special bike?** No, pumptracks can be ridden on any type of bike.

### *Tillsonburg Asphalt Pumptrack*

**Location:** Tillsonburg, Canada

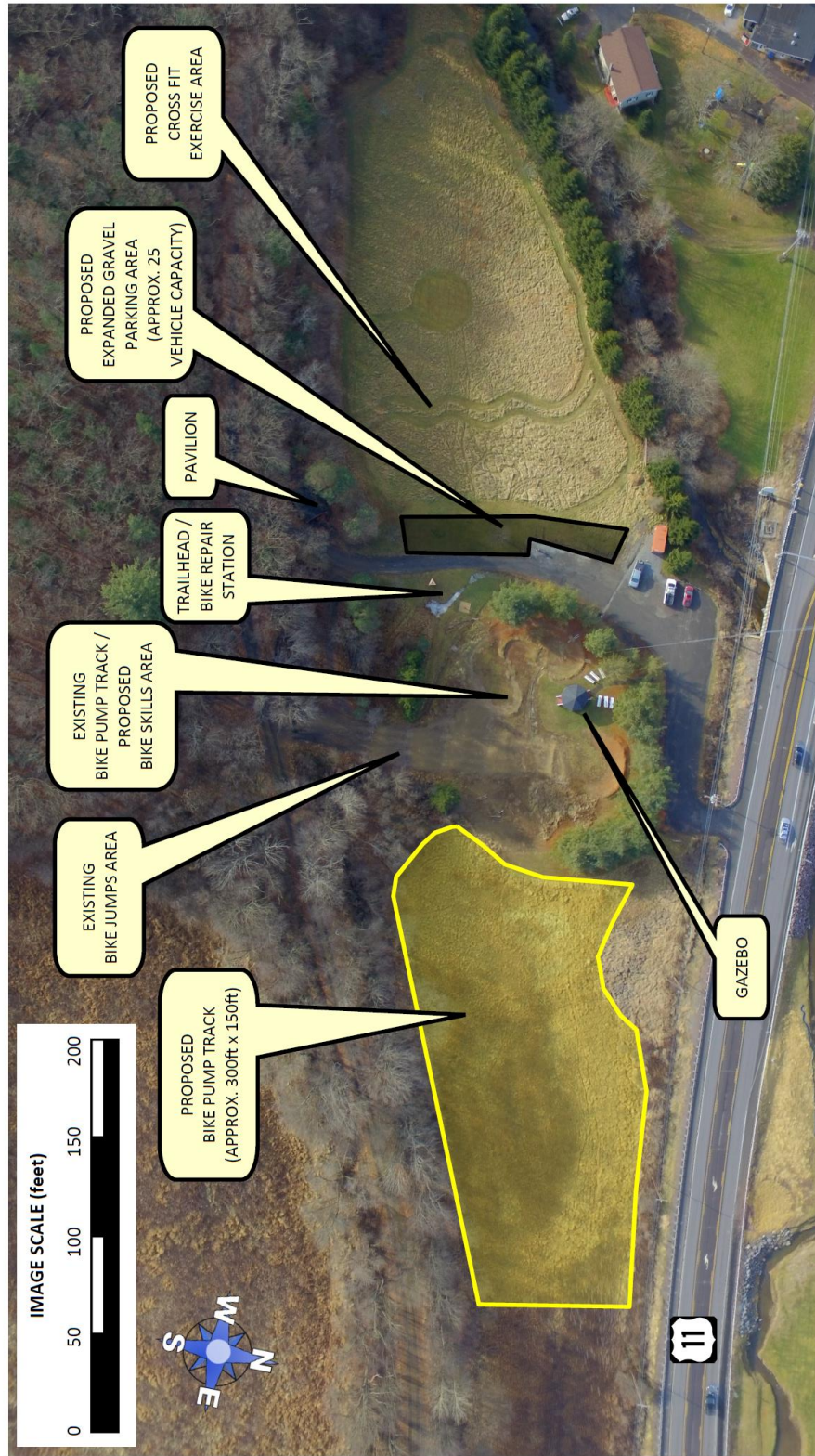


Pumptrack built by DirtSculpt in 2014  
North Face Bike Park, Town of Carbondale, CO  
Photo Credit: Shawn Connor





# HOPEWELL PARK PROPOSED IMPROVEMENTS—DRAFT CONCEPT MAHONING TOWNSHIP, MONTOUR COUNTY, PA



This document is intended to provide an initial concept of proposed improvements to Hopewell Park, Mahoning Township, Montour County, PA. The proposals shown here are concepts, subject to modifications, additions, and deletions as might be deemed necessary as project planning progresses. This document is intended for planning purposes and is not intended for public distribution.

Draft revised 12/31/2019 by Bob Stoudt.

Montour Area Recreation Commission | PO Box 456 | Danville, PA 17821 | (570) 336-2060 or RStoudt@MontourRec.com



# GIRLS ROC

GIRLS  
RIDING  
OUTSIDE  
CAMP

## GIRLS MOUNTAIN BIKE CAMP

Learn basic mountain bike skills with  
female NICA certified coaches, CS  
Hammers team riders, and  
professional bike coaches

June 15th, 17th, 22th, and 24th  
6-8pm

Hess Field and Hopewell Park

Any current 5th-8th grade girls  
\$25 donation



For more info:

@girlsrocmtnb on Facebook  
[www.hammersmtb.com](http://www.hammersmtb.com)

