



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

## **October 26, 2020 Regular Meeting Agenda**

### **7:00pm**

This meeting will be conducted through the Zoom platform due to COVID-19 restrictions.

No in-person meeting will be held.

In order to prevent malicious conduct online, meeting attendees must register in advance for this meeting by contacting Bob Stoudt, MARC Director, at [RStoudt@MontourRec.com](mailto:RStoudt@MontourRec.com) or (570) 336-2060.

#### **Call to Order**

#### **Public Comment**

#### **Officer Reports**

- Chairman's Report (Mike Mills)
- Treasurer's Report (Tyler Dombroski) (**pages 2 - 17**)
- Secretary's Report (Chris Johns)

#### **Partner Reports**

- Washingtonville Borough
- Danville Borough
- Riverside Borough
- Montour County
- Danville Area School District
- Mahoning Township

#### **Assistant Director's Report (Jon Beam) (**page 18**)**

#### **Maintenance Technician's Report (Denny Piatt) (**page 18**)**

#### **Director's Report (Bob Stoudt) (**pages 19 – 32**)**

#### **Old Business**

#### **New Business**

- Closure of DCED grant checking account
- Washingtonville Revitalization CSCF Fund withdrawal
- Approval of bills to pay (**pages 39 - 43**)
- St. Joseph School play set acquisition
- 2021 MARC Lawn Care Invitation to Bid (**provided separately**)
- Hopewell Park / Danville Borough Farm Land/Facility Use MOU (**pages 33 - 38**)
- Bear Hunters' Grove campground encroachment on North Branch Canal Trail

#### **Other Items**

#### **Adjournment**

next meeting: 7:00pm Monday, November 23, 2020

*(meeting anticipated to be online through the Zoom platform, subject to COVID-19 restrictions)*

## 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
deposit	5/15/20	6/2/20	5/1 - 5/31/2020	Montour County Hotel Tax grant (Q1)		20,824.24	20,829.87
deposit	6/26/20	7/18/20	6/1 - 6/30/2020	Montour County Hotel Tax grant (Q1 additional payment)		233.72	21,063.59
interest	6/30/20	7/18/20	6/1 - 6/30/2020	dividend interest 4/1/2020 - 6/30/2020		4.03	21,067.62
deposit	8/18/20	9/2/20	8/1 - 8/31/2020	Montour County Hotel Tax grant (Q2)		16,053.26	37,120.88
interest	9/30/20	10/5/20	9/1 - 9/30/2020	dividend interest 7/1 - 9/30/2020		10.87	37,131.75
transfer	10/21/20			Montour County Hotel Tax funds transfer to checking account to reimburse grant-eligible expenses through 10/20/2020	22,864.33		14,267.42



## 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
6437	9/2/2020	10/5/2020	9/1 - 9/30/2020	Hanson Aggregates (load 2RC stone, load R-8 rip rap for Hess road repairs and parking lot edge barriers)	Hess Recreation Area		900.48		33,529.30
debit card	9/3/2020	10/5/2020	9/1 - 9/30/2020	Sheetz (diesel fuel for Hess Recreation Area work)	Hess Recreation Area		37.02		33,492.28
debit card	9/4/2020	10/5/2020	9/1 - 9/30/2020	Steve Shannon Tire (repair of trailer tire)	admin/miscellaneous		34.92		33,457.36
debit card	9/6/2020	10/5/2020	9/1 - 9/30/2020	Cole's Hardware (toilet plunger, hand wipes, and toilet paper)	Montour Preserve (maintenance/misc)		25.93		33,431.43
debit card	9/8/2020	10/5/2020	9/1 - 9/30/2020	Amazon.com (urinal cakes, toilet seat covers, paper towels, toilet paper)	Montour Preserve (maintenance/misc)		188.59		33,242.84
debit card	9/10/2020	10/5/2020	9/1 - 9/30/2020	Clark's Ag Center (level, marking paint, whisk broom, nylon line)	Washingtonville Revitalization (DeLong Park swing set)	Central Susquehanna Valley Board of Realtors' grant	40.00		33,202.84
debit card	9/11/2020	10/5/2020	9/1 - 9/30/2020	Tools For Trails (pruning saw, fuel container, felling wedge, tool bucket, hoe)	park maintenance tools & supplies		202.90		32,999.94
debit card	9/14/2020	10/5/2020	9/1 - 9/30/2020	Cole's Hardware (bee spray)	Montour Preserve (maintenance/misc)		32.14		32,967.80
debit card	9/14/2020	10/5/2020	9/1 - 9/30/2020	Clark's Ag Center (storage box)	park maintenance tools & supplies		27.55		32,940.25
automatic payment	9/15/2020	10/5/2020	9/1 - 9/30/2020	PA Dept. of Revenue (August payroll taxes)	payroll taxes		208.23		32,732.02
automatic payment	9/15/2020	10/5/2020	9/1 - 9/30/2020	US Treasury (August payroll taxes)	payroll taxes		1,388.80		31,343.22
debit card	9/15/2020	10/5/2020	9/1 - 9/30/2020	Lowe's (10 sona tubes and 4,000# Quikrete for DeLong Park swing set project)	Washingtonville Revitalization (DeLong Park swing set)	Central Susquehanna Valley Board of Realtors' grant	314.82		31,028.40
6438	9/17/2020	10/5/2020	9/1 - 9/30/2020	Hanson Aggregates (load cracker dust for DeLong Park swing set project)	Washingtonville Revitalization (DeLong Park swing set)	Central Susquehanna Valley Board of Realtors' grant	397.19		30,631.21
debit card	9/17/2020	10/5/2020	9/1 - 9/30/2020	Sheetz (diesel fuel for DeLong Park swing set work)	Washingtonville Revitalization (DeLong Park swing set)	Central Susquehanna Valley Board of Realtors' grant	36.79		30,594.42
debit card	9/18/2020	10/5/2020	9/1 - 9/30/2020	Sheetz (diesel fuel for DeLong Park swing set work)	Washingtonville Revitalization (DeLong Park swing set)	Central Susquehanna Valley Board of Realtors' grant	19.11		30,575.31
6439	9/20/2020	10/5/2020		George Ely Associates, Inc. (balance due for Washingtonville DeLong Park swing set)	Washingtonville Revitalization (DeLong Park swing set)	Central Susquehanna Valley Board of Realtors' grant	2,539.04		28,036.27
6440	9/20/2020	10/5/2020		Dennis Piatt (payroll 8/30 - 9/12)	payroll - Piatt		472.86		27,563.41
6441	9/20/2020	10/5/2020		Jon Beam (payroll 8/30 - 9/12)	payroll - Beam		472.30		27,091.11
6442	9/20/2020	10/5/2020		Lesley Yeich (payroll 8/30 - 9/12)	payroll - Yeich		78.82		27,012.29
6443	9/20/2020	10/5/2020		Robert Stoudt (payroll 8/30 - 9/12)	payroll - Stoudt		1,400.23		25,612.06
6444	9/20/2020	10/5/2020		Verizon (telephone)	Montour Preserve (telephone)		107.14		25,504.92
6445	9/20/2020	10/5/2020		Ted Heaps Container Service (trash removal)	\$125 Montour Preserve (trash); \$65 Hess Recreation Area		190.00		25,314.92
6446	9/20/2020	10/5/2020		Big Pop's Mowing	\$531 Hess Recreation Area; \$200 River Drive; \$120 Hopewell Park; \$80 Columbia County projects; \$1,880 Montour Preserve		3,215.92		22,099.00
6447	9/20/2020	10/5/2020		MePush, Inc. (website hosting)	\$52.47 Montour Preserve (website); \$52.47 misc. expenses		104.94		21,994.06
6448	9/20/2020	10/5/2020		Pace Analytical Services (Montour Preserve water testing)	Montour Preserve (water testing)		120.00		21,874.06
6449	9/20/2020	10/5/2020		PPL Electric Utilities (Hess Recreation Area)	Hess Recreation Area		45.28		21,828.78
automatic payment	9/20/2020	10/5/2020	9/1 - 9/30/2020	HughesNet (Montour Preserve monthly internet service)	Montour Preserve (internet)		172.33		21,656.45

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<div>  <b>MARC 2020 Checking Account (ID 40) Register</b> </div>									
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
debit card	9/21/2020	10/5/2020	9/1 - 9/30/2020	Clarks Ag Center (windshield washer fluid, air inflator, nuts and bolts, batteries)	\$25.86 Washingtonville Revitalization (DeLong Park swing set); \$43.36 Montour Preserve (maintenance/misc.)	\$25.86 Central Susquehanna Valley Board of Realtors' grant	69.22		21,587.23
debit card	9/23/2020	10/5/2020	9/1 - 9/30/2020	Zoom Video Communications (monthly fee)	office expenses		15.89		21,571.34
debit card	9/23/2020	10/5/2020	9/1 - 9/30/2020	Cole's Hardware (staples, hand wipes, hand sanitizer, bird feed)	Montour Preserve (maintenance/misc)		79.75		21,491.59
automatic payment	9/26/2020	10/5/2020	9/1 - 9/30/2020	MailChimp (monthly email service)	\$7.06 Montour Preserve (email); \$7.06 Humdinger (advertising); \$7.07 misc. expenses		21.19		21,470.40
debit card	9/28/2020	10/5/2020	9/1 - 9/30/2020	Cole's Hardware (trash bags, caution tape, and hand wipes)	Hess Recreation Area		39.18		21,431.22
6450	9/29/2020	10/5/2020		PPL Electric Utilities	Montour Preserve (electricity)		37.67		21,393.55
6451	9/29/2020	10/5/2020		PPL Electric Utilities	Montour Preserve (electricity)		237.90		21,155.65
6452	9/29/2020	10/5/2020		PPL Electric Utilities	Montour Preserve (electricity)		43.96		21,111.69
6453	9/29/2020	10/5/2020		PPL Electric Utilities	Montour Preserve (electricity)		513.06		20,598.63
6454	9/29/2020	10/5/2020		Dennis Piatt (payroll 9/13 - 9/26)	payroll - Piatt		683.98		19,914.65
6455	9/29/2020	10/5/2020		Jon Beam (payroll 9/13 - 9/26)	payroll - Beam		441.32		19,473.33
6456	9/29/2020	10/5/2020		Lesley Yeich (payroll 9/13 - 9/26)	payroll - Yeich		151.04		19,322.29
6457	9/29/2020	10/5/2020		Robert Stoudt (payroll 9/13 - 9/26)	payroll - Stoudt		1,774.71		17,547.58
6458	9/29/2020	10/5/2020		Robert Stoudt (expense reimbursement - Rovendale, LLC tractor tire repair)	admin/miscellaneous		24.02		17,523.56
debit card	9/29/2020	10/5/2020	9/1 - 9/30/2020	VistaPrint (accounting stamp)	office expenses		30.73		17,492.83
debit card	9/30/2020	10/5/2020		Lowe's (OSB board, hacksaw blades, ratcheting screwdriver)	\$41.13 Hopewell Park; \$31.76 park maintenance tools & supplies		72.89		17,419.94
debit card	9/30/2020	10/5/2020		Cole's Hardware (cable ties and spray paint)	Hopewell Park		32.69		17,387.25
debit card	9/30/2020	10/5/2020		ABL Graphics (Hopewell Park hunting season signs)	Hopewell Park		58.83		17,328.42
deposit	9/30/2020	10/5/2020	9/1 - 9/30/2020	deposit	\$689.50 Montour Preserve pavilion reservations; \$360 Montour Preserve donations; \$25 Hess Recreation Area users' fee; \$50 Washingtonville Revitalization donations; \$500 Central Susquehanna Valley Board of Realtors grant - Washingtonville Revitalization; \$149.28 income - other			1,773.78	19,102.20
interest	9/30/2020	10/5/2020	9/1 - 9/30/2020	dividend interest earned 9/1 - 9/30/2020	interest			4.00	19,106.20
debit card	10/1/2020			Cole's Hardware (paper towels and cable ties)	Montour Preserve (maintenance/misc)		15.86		19,090.34
debit card	10/2/2020			Clark's Ag Center (shrink tubing, electrical tape, trowel, and concrete (960# for Washingtonville DeLong Park bike rack)	\$109.26 Washingtonville Revitalization; \$22.86 Montour Preserve (maintenance/misc)		132.12		18,958.22
debit card	10/7/2020			CalTopo LLC (mapping software annual fee)	tourism promotion special projects		50.00		18,908.22
debit card	10/9/2020			Cole's Hardware (washers and bolts)	Washingtonville Revitalization (DeLong Park bike rack)		7.12		18,901.10
debit card	10/10/2020			Valero (diesel fuel for tractor)	Montour Preserve (maintenance/misc)		45.28		18,855.82
debit card	10/10/2020			Valero (unleaded gasoline for 2-cycle fuel mix)	Montour Preserve (maintenance/misc)		13.25		18,842.57
debit card	10/12/2020			Amazon.com (printer cartridges)	Montour Preserve (maintenance/misc)		76.32		18,766.25

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## 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
debit card	10/12/2020			Amazon.com (printer cartridges)	Montour Preserve (maintenance/misc)		143.10		18,623.15
6459	10/13/2020			Dennis Piatt (payroll 9/27 - 10/10)	payroll - Piatt		266.07		18,357.08
6460	10/13/2020			Jon Beam (payroll 9/27 - 10/10)	payroll - Beam		503.27		17,853.81
6461	10/13/2020			Lesley Yeich (payroll 9/27 - 10/10)	payroll - Yeich		98.53		17,755.28
6462	10/13/2020			Robert Stoudt (payroll 9/27 - 10/10)	payroll - Stoudt		1,421.30		16,333.98
6463	10/13/2020			US Department of Agriculture (Montour Preserve wildlife management)	Montour Preserve (wildlife management)		211.52		16,122.46
6464	10/13/2020			Dennis Piatt (reimbursement for 10/1 Clark's Ag Center purchase of bird feeders)	Montour Preserve (maintenance/misc)		55.09		16,067.37
6465	10/13/2020			Ted Heaps Container Service (trash removal)	\$65 Hess Recreation Area (trash); \$127.85 Montour Preserve (trash)		192.85		15,874.52
6466	10/13/2020			MePush, Inc. (website hosting)	\$52.47 Montour Preserve (website); \$52.47 misc. expenses		104.94		15,769.58
6467	10/13/2020			Big Pop's Mowing	\$518.80 Hess Recreation Area; \$100 River Dr; \$40 Hopewell Park; \$40 Columbia County; \$2,606.10 Montour Preserve (lawn care)		3,304.90		12,464.68
6468	10/13/2020			Hoover Tractor (post hole digger and auger)	park maintenance tools & supplies		689.00		11,775.68
6469	10/13/2020			McKonly & Asbury (auditing fees for DCED grant)	Montour Preserve (audit)		1,050.00		10,725.68
6470	10/13/2020			Pace Analytical Services (Montour Preserve water testing)	Montour Preserve (water testing)		120.00		10,605.68
6471	10/13/2020			Washingtonville Volunteer Fire Co. (donation)	admin/miscellaneous		50.00		10,555.68
debit card	10/13/2020			Amazon.com (paper towels and toilet paper)	Montour Preserve (maintenance/misc)		184.76		10,370.92
automatic payment	10/15/2020			PA Dept. of Revenue (September payroll taxes)	payroll taxes		208.55		10,162.37
automatic payment	10/15/2020			US Treasury (September payroll taxes)	payroll taxes		1,510.32		8,652.05
debit card	10/15/2020			Cole's Hardware (washer fluid, screws, blades, hose)	Montour Preserve (maintenance/misc)		20.60		8,631.45
debit card	10/15/2020			ABL Graphics (Hess Recreation Area trailhead signs, Hopewell Park trailhead signs)	\$78.23 Hess Recreation Area; \$26.07 Hopewell Park		104.30		8,527.15
6472	10/21/2020			Verizon (telephone)	Montour Preserve (telephone)		109.21		8,417.94
6473	10/21/2020			PPL Electric Utilities	Montour Preserve (electricity)		55.37		8,362.57
6474	10/21/2020			PPL Electric Utilities	Montour Preserve (electricity)		45.00		8,317.57
6475	10/21/2020			PPL Electric Utilities	Montour Preserve (electricity)		426.85		7,890.72
6476	10/21/2020			PPL Electric Utilities	Montour Preserve (electricity)		323.67		7,567.05
6477	10/21/2020			Erie Insurance (Workers' Comp Insurance)	insurance		133.00		7,434.05
automatic payment	10/21/2020			Johnson Controls Security Solutions (Montour Preserve security system quarterly monitoring fee)	Montour Preserve (security system)		223.96		7,210.09
debit card	10/21/2020			Cole's Hardware (bird feed)	Montour Preserve (maintenance/misc)		58.29		7,151.80
transfer	10/21/2020			Montour County Hotel Tax funds transfer from savings account		Montour County Hotel Tax		22,864.33	30,016.13

<b>MONTOUR AREA RECREATION COMMISSION</b>	
<b>10/21/2020 INTERNAL TRANSFER OF HOTEL TAX FUNDS</b>	
<b>EXPENSE LINE ITEM</b>	<b>AMOUNT</b>
Hess Recreation Area labor - Stoudt	4,383.69
Hess Recreation Area labor - Platt	551.73
Hess Recreation Area labor - Yeich	82.20
North Branch Canal Trail labor - Stoudt	251.92
Hopewell Park / Danville Borough Farm Trails labor - Stoudt	1,195.40
North Branch Canal Trail parking area / river access labor - Stoudt	29.60
Bike / Pedestrian Safety projects labor - Stoudt	791.23
Tourism Promotion special projects labor - Stoudt	2,196.52
Tourism Promotion special projects expenses (CalTopo mapping software annual license fee)	50.00
Mountain Biking special projects labor - Stoudt	891.22
Mountain Biking special projects expenses (DirtSculpt pump track design 50% deposit)	2,200.00
Special Projects & Events labor - Stoudt	657.44
MARC admin / other labor - Stoudt	9,583.38
<b>TOTAL</b>	<b>\$ 22,864.33</b>

I do hereby attest this is an accurate accounting of Montour County Hotel Tax eligible expenses incurred by the Montour Area Recreation Commission during the period of 1/1/2020 - 10/20/2020 and that these expenses have not been reimbursed through any other grant programs.

  
Robert T. Stoudt, MARC Director

  
Date



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Statement Period: 09/01/2020-09/30/2020

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### Summary of Accounts:

	Ending Balance	YTD Dividend	Member Number: 584727
<b>Savings</b>			
01 - REGULAR SAVINGS	37,131.75	14.90	
40 - CHECKING	31,924.80	61.82	
42 - DCED GRANT CHECKING	710.30	8.24	
<b>Total</b>	<b>69,766.85</b>	<b>85.06</b>	

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

#### ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Sep 1		Balance Forward			37,120.88
Sep 30		Deposit Dividend Dividend Post	10.87		37,131.75
		Annual Percentage Yield Earned 0.150% from 07/01/2020 through 09/30/2020			
		On Average Daily Balance of 28,745.27			
Sep 30		Ending Balance			37,131.75
		Total Deposits 10.87			

#### ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Sep 1		Balance Forward			37,027.18
Sep 1		Draft 6406		-100.00	36,927.18
Sep 3		Draft 6436		-1,400.24	35,526.94
Sep 4		Withdrawal Debit Card		-37.02	35,489.92
		9/3 SHEETZ 0372 DANVILLE PA			
Sep 4		Draft 6437		-900.48	34,589.44
Sep 5		Withdrawal Debit Card		-34.92	34,554.52
		9/4 STEVE SHANNON #3 DANVILLE PA			
Sep 7		Withdrawal Debit Card		-25.93	34,528.59
		9/6 PP*COLESHARDWADANVILLE DANVILLE PA			
Sep 8		Withdrawal POS #408253		-134.51	34,394.08
		AMAZON.COM*MU0ZS9PY0 SEATTLE WA			
Sep 8		Draft 6435		-157.62	34,236.46
Sep 8	Sep 09	Withdrawal POS #178757		-54.08	34,182.38
		AMAZON.COM*MU9BH6RJ1 SEATTLE WA			
Sep 10		Draft 6433		-376.77	33,805.61
Sep 11		Withdrawal Debit Card		-40.00	33,765.61
		9/10 CLARKS AG CENTER TURBOTVILLE PA			
Sep 11		Draft 6434		-487.77	33,277.84

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**Member Number:** 584727  
**Statement Period:** 09/01/2020-09/30/2020

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### ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Sep 12		Withdrawal Debit Card 9/11 SP * TOOLS FOR TRAILS HTTPSTOOLSFOR CO		-202.90	33,074.94
Sep 15		Withdrawal ACH COMMWLTHOFPA INT TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT		-208.23	32,866.71
Sep 15		Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		-1,388.80	31,477.91
Sep 15		Withdrawal Debit Card 9/14 PP*COLESHARDWADANVILLE DANVILLE PA		-32.14	31,445.77
Sep 15		Withdrawal Debit Card 9/14 CLARKS AG CENTER TURBOTVILLE PA		-27.55	31,418.22
Sep 16		Withdrawal Debit Card 9/15 LOWE'S #1868 BLOOMSBURG PA		-314.82	31,103.40
Sep 17		Certified Draft 0000006367 for \$75.00			
Sep 18		Withdrawal Debit Card 9/17 SHEETZ 0372 DANVILLE PA		-36.79	31,066.61
Sep 18		Draft 6367		-75.00	30,991.61
Sep 19		Withdrawal Debit Card 9/18 SHEETZ 0372 DANVILLE PA		-19.11	30,972.50
Sep 20	Sep 21	Recurring Withdrawal Bill Payment #752413 HNS*HughesNet.com 866-347-3292 MD		-172.33	30,800.17
Sep 21		Draft 6438		-397.19	30,402.98
Sep 22		Withdrawal Debit Card 9/21 CLARKS AG CENTER TURBOTVILLE PA		-69.22	30,333.76
Sep 24		Withdrawal Debit Card 9/23 PP*COLESHARDWADANVILLE DANVILLE PA		-79.75	30,254.01
Sep 23	Sep 24	Recurring Withdrawal Bill Payment #815271 ZOOM.US 888-799-9666 WWW.ZOOM.US CA		-15.89	30,238.12
Sep 27		Withdrawal Debit Card 9/26 MAILCHIMP *MONTHLY MAILCHIMP.COM GA		-21.19	30,216.93
Sep 29		Withdrawal Debit Card 9/28 PP*COLESHARDWADANVILLE DANVILLE PA		-39.18	30,177.75
Sep 30		Withdrawal Debit Card 9/29 VISTAPR*VistaPrint.com 866-8936743 MA		-30.73	30,147.02
Sep 30		Deposit by Check	1,773.78		31,920.80
Sep 30		Certified Draft 0000006457 for \$1,774.71			
Sep 30		Certified Draft 0000006458 for \$24.02			
Sep 30		Certified Draft 0000006443 for \$1,400.23			
Sep 30		Deposit Dividend Dividend Post	4.00		31,924.80
Sep 30		Annual Percentage Yield Earned 0.150% from 09/01/2020 through 09/30/2020			
Sep 30		Ending Balance			31,924.80
		Total Deposits 1,777.78			
		Total Withdrawals 6,880.16			

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



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**Member Number:** 584727    **Statement Period:** 09/01/2020-09/30/2020

Page 3 of 3

**Drafts for 40 - CHECKING**

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Sep 18	□ 6387	75.00	Sep 11	□ 6434	487.77	Sep 4	□ 6437	900.48
Sep 1	□ 6406*	100.00	Sep 8	□ 6435	157.62	Sep 21	□ 6438	397.19
Sep 10	□ 6433*	376.77	Sep 3	□ 6436	1,400.24			

\* 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
Sep 1		Balance Forward			710.30
Sep 30		Ending Balance			710.30

	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 9/30/2020**

ending balance from 9/30/2020 bank statement	\$ 69,766.85
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 69,766.85
withdrawals not yet cleared (detailed below)	\$ 13,528.90
calculated balance (should agree with actual combined balance)	\$ 56,237.95
balance (savings account ID01)	\$ 37,131.75
balance (checking account ID40)	\$ 19,106.20
balance (DCED grant checking account ID42)	\$ -
actual combined balance	\$ 56,237.95
difference	\$ -

## **DEPOSITS NOT YET POSTED**

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

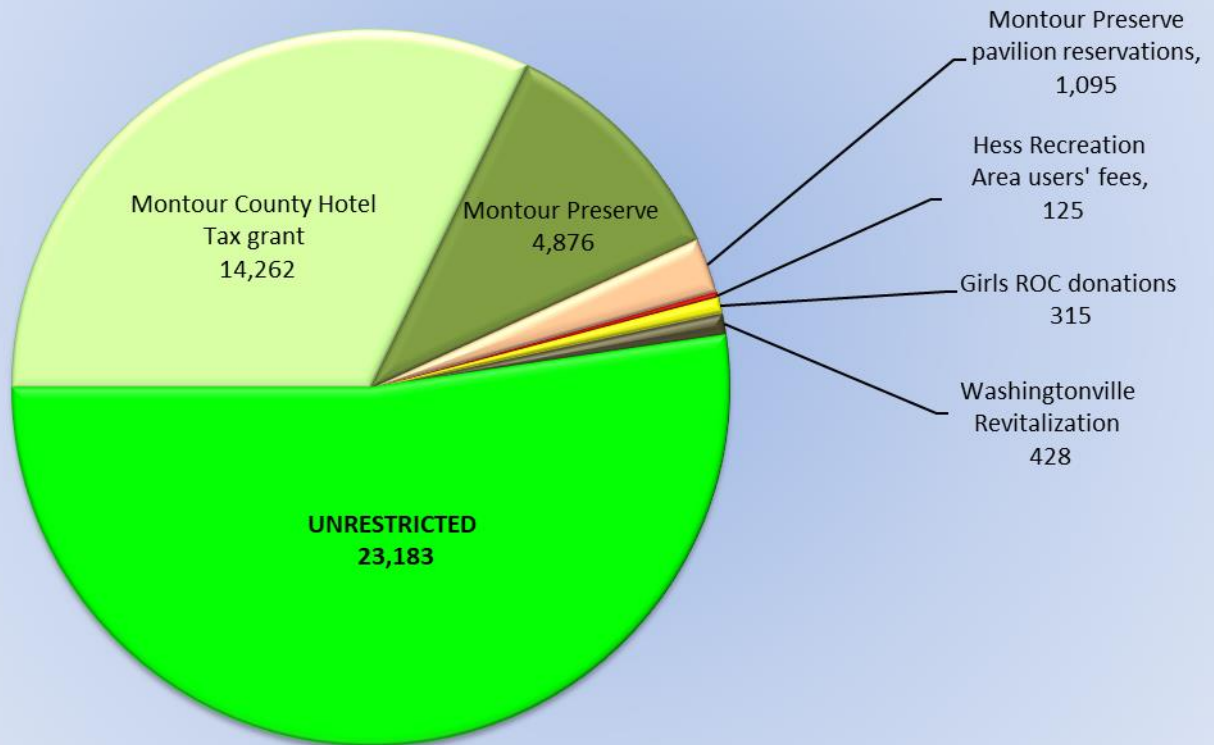
## **WITHDRAWALS NOT YET CLEARED**

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
9/20/2020	6439	George Ely Associates, Inc. (balance due for Washingtonville DeLong Park swing set)	2,539.04
9/20/2020	6440	Dennis Piatt (payroll 8/30 - 9/12)	472.86
9/20/2020	6441	Jon Beam (payroll 8/30 - 9/12)	472.30
9/20/2020	6442	Lesley Yeich (payroll 8/30 - 9/12)	78.82
9/20/2020	6443	Robert Stoudt (payroll 8/30 - 9/12)	1,400.23
9/20/2020	6444	Verizon (telephone)	107.14
9/20/2020	6445	Ted Heaps Container Service (trash removal)	190.00
9/20/2020	6446	Big Pop's Mowing	3,215.92
9/20/2020	6447	MePush, Inc. (website hosting)	104.94
9/20/2020	6448	Pace Analytical Services (Montour Preserve water testing)	120.00
9/20/2020	6449	PPL Electric Utilities (Hess Recreation Area)	45.28
9/29/2020	6450	PPL Electric Utilities	37.67
9/29/2020	6451	PPL Electric Utilities	237.90
9/29/2020	6452	PPL Electric Utilities	43.96
9/29/2020	6453	PPL Electric Utilities	513.06
9/29/2020	6454	Dennis Piatt (payroll 9/13 - 9/26)	683.98
9/29/2020	6455	Jon Beam (payroll 9/13 - 9/26)	441.32
9/29/2020	6456	Lesley Yeich (payroll 9/13 - 9/26)	151.04
9/29/2020	6457	Robert Stoudt (payroll 9/13 - 9/26)	1,774.71
9/29/2020	6458	Robert Stoudt (expense reimbursement - Rovendale, LLC tractor tire repair)	24.02
9/30/2020	debit card	Lowe's (OSB board, hacksaw blades, ratcheting screwdriver)	72.89
9/30/2020	debit card	Cole's Hardware (cable ties and spray paint)	32.69
9/30/2020	debit card	ABL Graphics (Hopewell Park hunting season signs)	58.83
8/31/2020	105	Commonwealth of Pennsylvania (grant close-out refund of interest earned)	710.30
		<b>TOTAL</b>	<b>\$ 13,528.90</b>

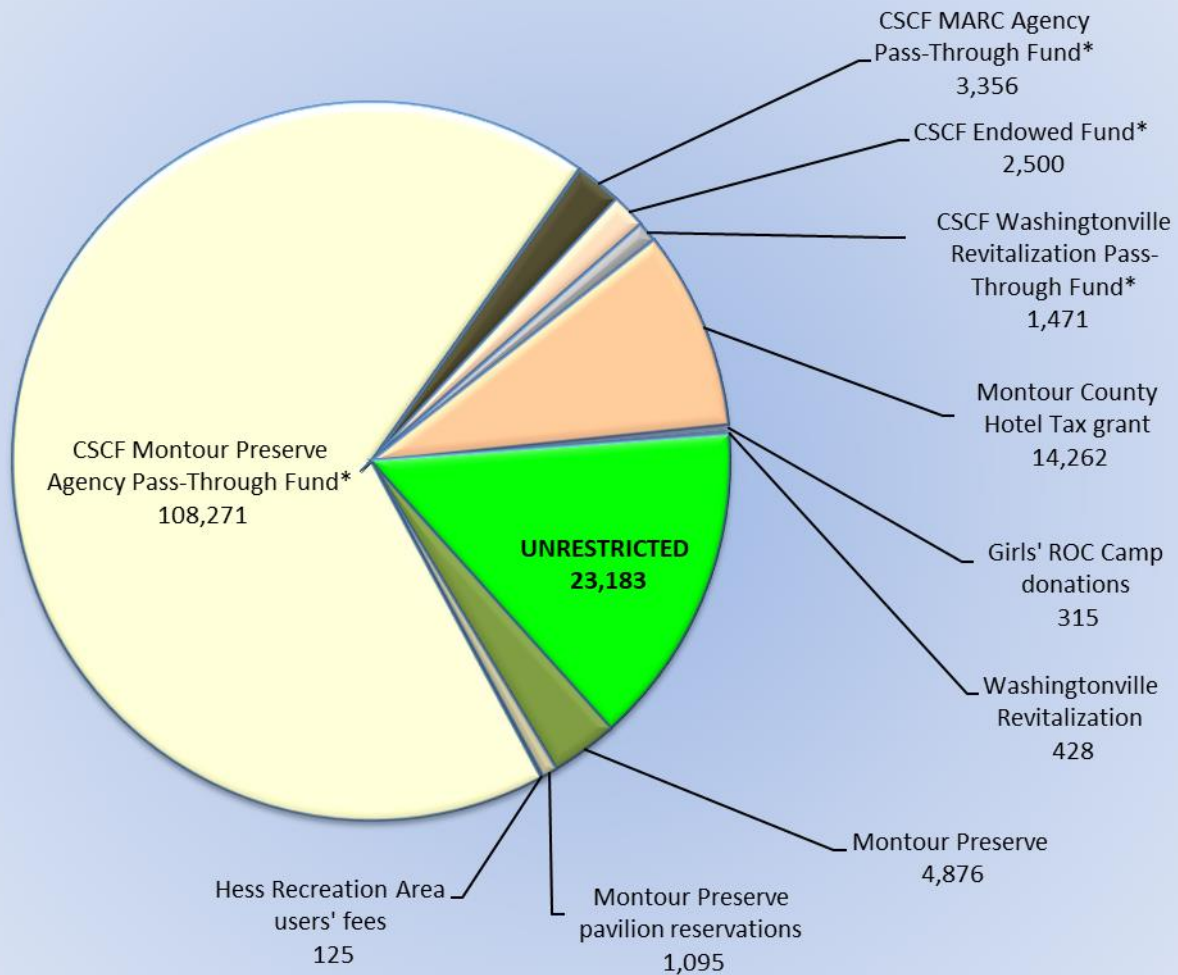
## MARC FUNDS EARMARKS AS OF 10/21/2020


COMBINED ACCOUNT BALANCE: \$44,283.55

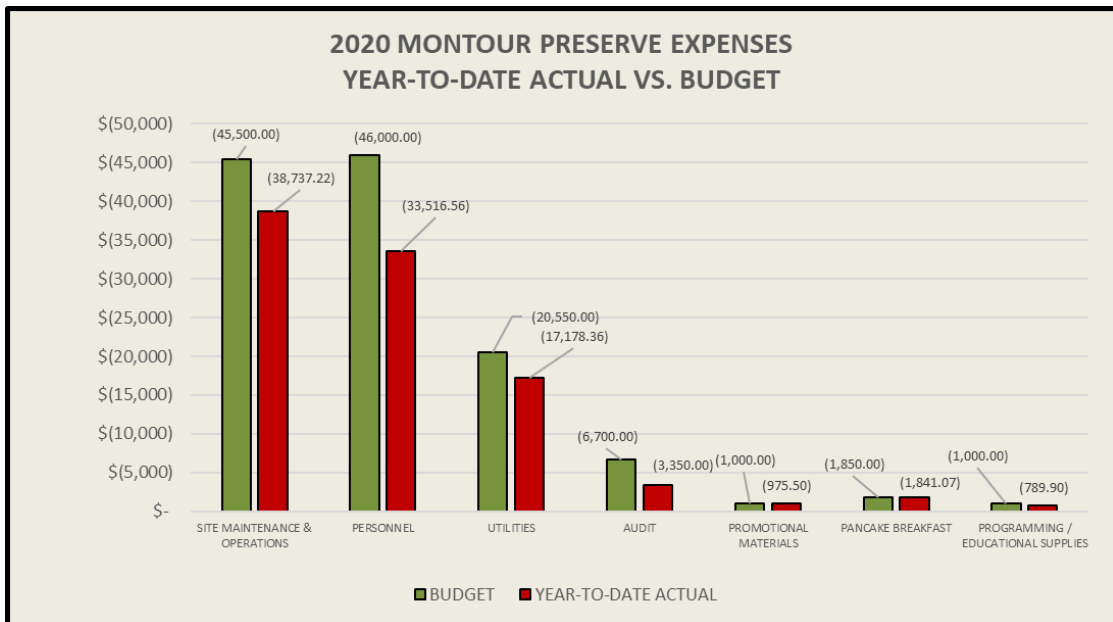
(INCLUDES SAVINGS AND GENERAL CHECKING ACCOUNTS;  
EXCLUDES CSCF FUNDS AND GRANTS RECEIVABLE)



# **MARC TOTAL ASSETS AS OF 10/21/2020** **COMBINED VALUE: \$159,882**



 <b>MONTOUR PRESERVE 2020 BUDGET</b>				
BUDGET INITIALLY ADOPTED 11/25/2019; BUDGET REVISED 5/18/2020 AND 8/24/2020				
YEAR-TO-DATE ACTUAL AS OF 10/21/2020				
EXPENSE	YEAR-TO-DATE ACTUAL	INITIAL BUDGET	5/18/2020 REVISED BUDGET	8/24/2020 REVISED BUDGET
personnel	(33,516.56)	(52,000.00)	(46,000.00)	(46,000.00)
SITE MAINTENANCE & OPERATIONS	cleaning service	(800.00)	(4,500.00)	(4,000.00)
	HVAC system maintenance	-	(1,000.00)	-
	lawn care	(17,165.24)	(21,000.00)	(21,000.00)
	parking lot / road maintenance	(683.37)	(7,500.00)	(500.00)
	security system	(869.98)	(1,500.00)	(1,500.00)
	sewage pumping	(450.00)	(1,000.00)	(1,000.00)
	snow plowing	-	(2,500.00)	-
	supplies / misc.	(14,825.18)	(16,000.00)	(10,000.00)
	ATV purchase	-	(10,000.00)	-
	water testing	(892.00)	(1,000.00)	(1,000.00)
	wildlife management	(2,051.53)	(4,500.00)	(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)	-
UTILITIES	trail markers and signage	(999.92)	(2,000.00)	(2,000.00)
	electric	(12,344.65)	(15,000.00)	(15,000.00)
	internet service	(1,829.97)	(2,000.00)	(2,100.00)
	telephone	(1,061.59)	(1,300.00)	(1,250.00)
	trash service	(1,268.85)	(2,000.00)	(1,500.00)
	website hosting / email service	(673.30)	(700.00)	(700.00)
audit	(3,350.00)	-	(6,700.00)	(6,700.00)
promotional materials	(975.50)	(3,000.00)	(1,000.00)	(2,100.00)
pancake breakfast	(1,841.07)	-	(1,850.00)	(1,850.00)
programming & educational supplies	(789.90)	(1,500.00)	(1,000.00)	(1,000.00)
<b>EXPENSE TOTAL</b>	<b>\$ (96,388.61)</b>	<b>\$ (158,000.00)</b>	<b>\$(122,600.00)</b>	<b>\$(132,000.00)</b>

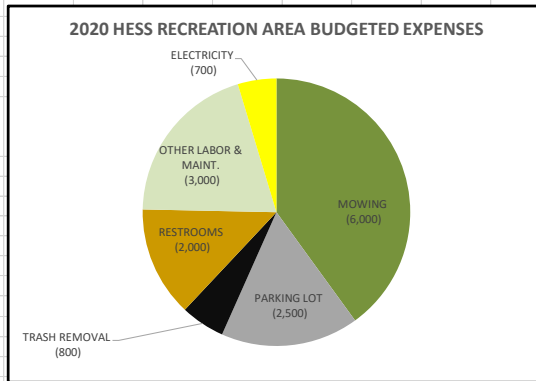


# **MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2020 BUDGETS**

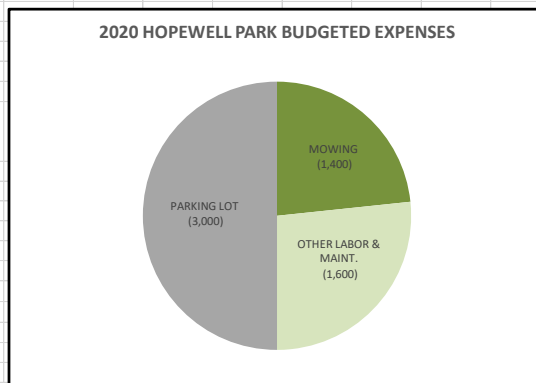
BUDGET FIRST ADOPTED 11/25/2019; UPDATED 5/18/2020 AND 8/24/2020

YEAR-TO-DATE INFORMATION UPDATED 10/21/2020

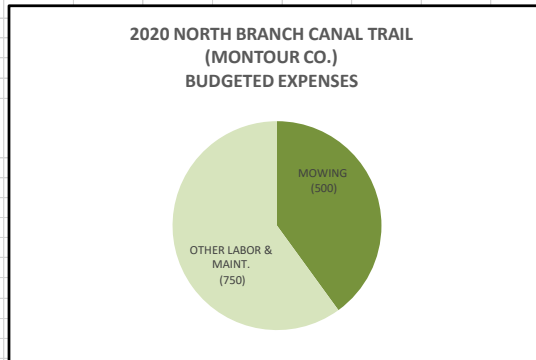
HESS RECREATION AREA 2020 BUDGET				
EXPENSE	YEAR-TO-DATE ACTUAL	INITIAL 11/25/2019 BUDGET	REVISED 5/18/2020 BUDGET	REVISED 8/24/2020 BUDGET
MOWING	(4,166.20)	(6,000)	(6,000)	(6,000)
PARKING LOT	(2,443.66)	(2,500)	(2,500)	(2,500)
TRASH REMOVAL	(650.00)	(800)	(800)	(800)
RESTROOMS	(1,909.69)	(2,200)	(2,000)	(2,000)
OTHER LABOR & MAINT.	(4,778.62)	(5,300)	(3,000)	(5,000)
ELECTRICITY	(369.31)	(1,200)	(700)	(700)
<b>TOTAL</b>	<b>(14,317.48)</b>	<b>(18,000)</b>	<b>(15,000)</b>	<b>(17,000)</b>



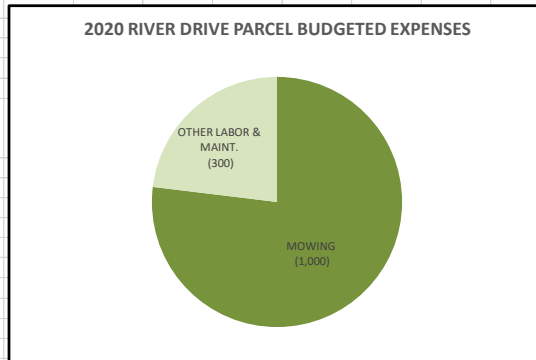
HOPEWELL PARK 2020 BUDGET				
EXPENSE	YEAR-TO-DATE ACTUAL	INITIAL 11/25/2019 BUDGET	REVISED 5/18/2020 BUDGET	REVISED 8/24/2020 BUDGET
MOWING	(720.00)	(1,400.00)	(1,400)	(1,400)
OTHER LABOR & MAINT.	(2,009.88)	(2,900.00)	(1,600)	(1,600)
PARKING LOT	(2,000.00)	(1,200.00)	(3,000)	(3,000)
<b>TOTAL</b>	<b>(4,729.88)</b>	<b>(5,500.00)</b>	<b>(6,000)</b>	<b>(6,000)</b>



NORTH BRANCH CANAL TRAIL (MONTOUR) 2020 BUDGET				
EXPENSE	YEAR-TO-DATE ACTUAL	INITIAL 11/25/2019 BUDGET	REVISED 5/18/2020 BUDGET	REVISED 8/24/2020 BUDGET
MOWING	(300.00)	(750.00)	(500)	(750)
OTHER LABOR & MAINT.	(251.92)	(750.00)	(750)	(1,250)
<b>TOTAL</b>	<b>(551.92)</b>	<b>(1,500.00)</b>	<b>(1,250)</b>	<b>(2,000)</b>



RIVER DRIVE PARCEL 2020 BUDGET				
EXPENSE	YEAR-TO-DATE ACTUAL	INITIAL 11/25/2019 BUDGET	REVISED 5/18/2020 BUDGET	REVISED 8/24/2020 BUDGET
MOWING	(800.00)	(1,200.00)	(1,000)	(1,000)
OTHER LABOR & MAINT.	(29.60)	(800.00)	(300)	(300)
<b>TOTAL</b>	<b>(829.60)</b>	<b>(2,000.00)</b>	<b>(1,300)</b>	<b>(1,300)</b>





## 2020 MARC BUDGET

BUDGET FIRST ADOPTED 11/25/2019; BUDGET REVISED 5/18/2020 AND 8/24/2020; YEAR-TO-DATE INFORMATION AS OF 10/21/2020

EXPENSE	YEAR-TO-DATE ACTUAL EXPENSES	INITIAL BUDGETED EXPENSES	5/18/2020 REVISED BUDGETED EXPENSES	8/24/2020 REVISED BUDGETED EXPENSES	FUNDING SOURCES	YEAR-TO-DATE ACTUAL INCOME	INITIAL BUDGETED INCOME	5/18/2020 REVISED BUDGETED INCOME	8/24/2020 REVISED BUDGETED INCOME	ACTUAL YEAR-TO-DATE ITEM SURPLUS/ (DEFICIT)	INITIAL BUDGETED LINE ITEM (DEFICIT)	5/18/2020 BUDGETED LINE ITEM (DEFICIT)	8/24/2020 BUDGETED LINE ITEM SURPLUS/ (DEFICIT)
PARK & TRAIL MAINTENANCE	Montour Preserve	\$ (96,388.61)	\$ (158,000.00)	\$ (122,600.00)	\$ (132,000.00)	DCNR grant (close-out payment in 2020) DCEED grant reimbursement pavilion / auditorium reservations donations pancake breakfast tickets transfer from Central Susquehanna Community Foundation Fund carryover prior year-end balance	\$ 30,000.00 \$ - \$ 8,150.00 \$ 7,907.92 \$ 1,585.12 \$ 50,000.00 \$ 1,337.28	\$ 30,000.00 \$ - \$ 2,284.05 \$ 2,500.00 \$ 3,500.00 \$ 1,585.12 \$ 60,000.00 \$ 1,337.28	\$ 30,000.00 \$ - \$ 2,284.05 \$ 2,500.00 \$ 3,500.00 \$ 1,585.12 \$ 50,000.00 \$ 1,337.28	\$ 4,875.76	\$ (58,000.00)	\$ (21,393.55)	\$ (31,293.55)
	Hess Recreation Area	\$ (14,276.16)	\$ (18,000.00)	\$ (15,000.00)	\$ (17,000.00)	user fees (250) donations Columbia County donations	\$ 685.00 \$ - \$ - \$ 50.00	\$ 2,000.00 \$ 300.00 \$ 3,000.00 \$ 900.00	\$ 250.00 \$ 100.00 \$ 3,000.00 \$ 500.00	\$ 500.00 \$ - \$ 3,000.00 \$ 50.00	\$ (16,000.00)	\$ (14,750.00)	\$ (16,500.00)
	North Branch Canal Trail (Montour Co. portion)	\$ (551.92)	\$ (1,500.00)	\$ (1,250.00)	\$ (2,000.00)	donations	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -	\$ (1,200.00)	\$ (1,150.00)	\$ (2,000.00)
	Columbia County projects	\$ (388.19)	\$ (3,000.00)	\$ (3,000.00)	\$ (3,000.00)	donations	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
	Hopewell Park/Borough Farm Trails	\$ (4,735.80)	\$ (5,500.00)	\$ (6,000.00)	\$ (6,000.00)	donations	\$ -	\$ -	\$ -	\$ -	\$ (5,000.00)	\$ (5,000.00)	\$ (5,900.00)
	River Drive parcel (NBCT parking)	\$ (829.60)	\$ (2,000.00)	\$ (1,300.00)	\$ (1,300.00)	donations	\$ -	\$ -	\$ -	\$ -	\$ (2,000.00)	\$ (2,000.00)	\$ (1,300.00)
	Washingtonville Revitalization projects	\$ (8,888.25)	\$ (6,000.00)	\$ (9,300.00)	\$ (9,300.00)	donations [1,000]; Realtors' grants [5,500]; YIP grant [300]	\$ 6,267.67	\$ 3,000.00	\$ 6,300.00	\$ 6,000.00	\$ (2,620.58)	\$ (3,000.00)	\$ (3,000.00)
	tools & supplies	\$ (1,963.45)	\$ (1,500.00)	\$ (1,250.00)	\$ (1,250.00)	donations	\$ -	\$ -	\$ -	\$ -	\$ (1,500.00)	\$ (1,500.00)	\$ (1,250.00)
	Hundinger Trail Races	\$ (10,570.03)	\$ (11,500.00)	\$ (10,700.00)	\$ (10,700.00)	race registration fees and sponsorships	\$ 12,172.00	\$ 11,500.00	\$ 12,172.00	\$ 12,172.00	\$ 1,601.97	\$ -	\$ 1,472.00
	Chilli Challenge	\$ (89.02)	\$ (7,500.00)	\$ (100.00)	\$ (100.00)	race registration fees and sponsorships	\$ -	\$ 7,500.00	\$ -	\$ -	\$ (89.02)	\$ -	\$ (200.00)
SPECIAL PROJECTS & EVENTS	Montour 24	\$ (186.29)	\$ (7,500.00)	\$ (250.00)	\$ (200.00)	race registration fees and sponsorships	\$ -	\$ 7,500.00	\$ -	\$ -	\$ (186.29)	\$ -	\$ (250.00)
	Danville /Montour Co. bike /ped safety projects	\$ (831.23)	\$ (1,000.00)	\$ (1,100.00)	\$ (1,100.00)	race registration fees and sponsorships	\$ -	\$ -	\$ -	\$ -	\$ (831.23)	\$ (1,000.00)	\$ (1,100.00)
	wellness special projects	\$ (227.54)	\$ (3,000.00)	\$ (500.00)	\$ (500.00)	race registration fees and sponsorships	\$ -	\$ -	\$ -	\$ -	\$ (227.54)	\$ (3,000.00)	\$ (500.00)
	tourism promotion special projects	\$ (2,276.12)	\$ (2,000.00)	\$ (2,000.00)	\$ (2,500.00)	donations [200]; grants [300]	\$ 300.00	\$ 3,500.00	\$ 500.00	\$ 500.00	\$ (2,276.12)	\$ (2,000.00)	\$ (2,500.00)
	mountain biking special projects	\$ (3,391.22)	\$ (10,000.00)	\$ (6,500.00)	\$ (6,500.00)	donations [200]; grants [300]	\$ 935.00	\$ -	\$ -	\$ 935.00	\$ (3,091.22)	\$ (6,500.00)	\$ (6,000.00)
	Girls ROC Camp	\$ (620.00)	\$ -	\$ -	\$ (935.00)	CSCF Women's Giving Circle grant [500]; donations [435]	\$ -	\$ -	\$ -	\$ -	\$ 315.00	\$ -	\$ -
	other special projects & events	\$ (657.44)	\$ (2,000.00)	\$ (500.00)	\$ (500.00)	donations [200]; grants [300]	\$ -	\$ -	\$ -	\$ -	\$ (657.44)	\$ (2,000.00)	\$ (500.00)
	admin / misc. other (includes Stoudt admin labor)	\$ (10,595.96)	\$ (17,000.00)	\$ (15,000.00)	\$ (15,000.00)	donations [200]; grants [300]	\$ -	\$ -	\$ -	\$ -	\$ (10,595.96)	\$ (17,000.00)	\$ (15,000.00)
	fundraising	\$ (391.00)	\$ -	\$ (500.00)	\$ (400.00)	donations [200]; grants [300]	\$ -	\$ -	\$ -	\$ -	\$ (391.00)	\$ -	\$ (400.00)
	insurance (D&O, General & Workers' Comp)	\$ (12,293.00)	\$ (14,000.00)	\$ (14,000.00)	\$ (14,000.00)	donations [200]; grants [300]	\$ -	\$ -	\$ -	\$ -	\$ (12,293.00)	\$ (14,000.00)	\$ (14,000.00)
ADMIN / INSURANCE	accounting	\$ (1,095.00)	\$ (1,800.00)	\$ (1,800.00)	\$ (1,500.00)	donations [200]; grants [300]	\$ -	\$ -	\$ -	\$ -	\$ (1,095.00)	\$ (1,800.00)	\$ (1,500.00)
	office supplies	\$ (1,053.60)	\$ (1,000.00)	\$ (1,000.00)	\$ (1,300.00)	donations [200]; grants [300]	\$ -	\$ -	\$ -	\$ -	\$ (1,053.60)	\$ (1,000.00)	\$ (1,300.00)
	dues & fees	\$ (1,251.00)	\$ (1,000.00)	\$ (1,251.00)	\$ (1,251.00)	donations [200]; grants [300]	\$ -	\$ -	\$ -	\$ -	\$ (1,251.00)	\$ (1,000.00)	\$ (1,251.00)
	public notices	\$ (139.60)	\$ (1,000.00)	\$ (500.00)	\$ (500.00)	donations [200]; grants [300]	\$ -	\$ -	\$ -	\$ -	\$ (139.60)	\$ (1,000.00)	\$ (500.00)
						Montour Co. Act 13 funding	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00
						Montour County Hotel Tax	\$ 37,126.12	\$ 100,000.00	\$ 37,500.00	\$ 57,500.00	\$ 37,126.12	\$ 100,000.00	\$ 37,500.00
						Montour County CARES Act Grant funding	\$ -	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
						Geisinger contribution	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
						transfer from Central Susquehanna Community Foundation Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
						carryover 2019 year-end unrestricted balance	\$ 13,349.94	\$ 2,000.00	\$ 13,349.94	\$ 13,349.94	\$ 13,349.94	\$ 2,000.00	\$ 13,349.94
OTHER						unrestricted donations	\$ 2,240.00	\$ 5,000.00	\$ 3,000.00	\$ -	\$ 5,000.00	\$ 2,500.00	\$ 3,000.00
						other income	\$ 689.04	\$ -	\$ 8,022.61	\$ 500.00	\$ 689.04	\$ -	\$ 500.00
						TOTAL INCOME	\$ 215,075.14	\$ 275,800.00	\$ 215,401.00	\$ 253,213.39	\$ 41,369.11	\$ -	\$ 24,377.39
TOTAL EXPENSES		\$ (173,710.03)	\$ (275,800.00)	\$ (215,401.00)	\$ (228,856.00)								



### **ACCOUNTING REPORT DISCLAIMER**

The following financial reports have been provided by Susan Shultz, CPA, 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.

Susan Shultz, CPA does not verify the accuracy or completeness of the information provided by MARC's management and expresses no assurance on the financial statements. Susan Shultz, CPA 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.

8:18 AM

10/23/20

Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Position**  
 As of September 30, 2020

	Sep 30, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Service 1st - Savings	37,131.75
Service 1st FCU	19,106.20
Total Checking/Savings	56,237.95
Total Current Assets	56,237.95
Other Assets	
CSCF - Trusted Funds	
MARC Agency Endowment Fund	2,647.83
Montour Preserve Fund	108,270.81
Washingtonville Revitalization	1,471.31
CSCF - Trusted Funds - Other	3,355.94
Total CSCF - Trusted Funds	115,745.89
Total Other Assets	115,745.89
<b>TOTAL ASSETS</b>	<b>171,983.84</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Hess Field User Fees	150.00
Preserve Reservations	1,427.00
Total Advance Payments Received	1,577.00
Conditional Contributions	
Agency Endowment Fund	1,000.00
CSCF-Preserve Donations & Int	21,720.49
Girls ROC Camp	315.00
Montour Cnty Hotel Tax Grant	37,126.12
Washingtonville Revitalization	
CSVBR - Grant	160.19
Washingtonville Revitalization - Other	385.43
Total Washingtonville Revitalization	545.62
Total Conditional Contributions	60,707.23
Payroll Liabilities	2,146.39
Total Other Current Liabilities	64,430.62
Total Current Liabilities	64,430.62
Total Liabilities	64,430.62
Equity	
Retained Earnings	113,677.60
Net Income	-8,124.38
Total Equity	107,553.22
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>171,983.84</b>

No Assurance Provided

Page 1

## **ASSISTANT DIRECTOR'S REPORT**

During the past month the assistant director has continued producing weekly episodes of Nature Notes. He also offered an educational program on owls at the Lewisburg Children's Museum for 24 children and adults. He was interviewed for an upcoming article in the Chesapeake Bay Journal about Montour Preserve programming and the impact of Covid restrictions.

Jon Beam

10/18/2020

## **MAINTENANCE TECHNICIAN'S REPORT**

Spent several days trimming shrubbery at various locations at the preserve and also had to clean up my mess

Doug Fought and I installed wire rope and new bird feeders at viewing area to prevent the bears from vandalizing the feeders all the time.

(on vac 12 days)

PTMT

Dennis Piatt

10/22/2020

# DIRECTOR'S REPORT

STOUDT			PROJECT YTD TOTAL HOURS	OCTOBER																										
			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	22	23	24
admin	MARC admin	395.00	6.50	5.00	1.50	0.50	1.25			3.25	3.00	0.75	0.50	1.50		0.25	1.00	2.50		0.50	0.50		0.25	0.50	5.00	3.00				
PARK & TRAIL MAINTENANCE	Hess Recreation Area	184.50	0.50	0.50	0.50	0.25	0.25	0.25		0.25	0.25	0.25	0.25	0.50		1.50	0.50	4.00	2.00	2.50	6.50		0.50	1.75	0.25	1.00				
	Hopewell Park / Danville Farm Trails	50.25		1.50	4.00	3.25	0.25			0.25	0.25	2.25	4.00	2.00				1.00	2.00	1.00					0.25	0.25				
	Montour Preserve admin / maintenance	537.00	1.75	1.75	1.00	1.50	0.25	0.50		2.25	3.25	2.25	1.50	0.50	1.00	0.25	2.00	1.00	1.00	5.50	0.50		1.25	3.25	1.50	3.00				
	Montour Preserve programming	51.75																												
	North Branch Canal Trail (Montour Co.)	10.50			1.00									0.25									0.50							
	River Drive trailhead / river access	1.25																												
SPECIAL PROJECTS & EVENTS	Columbia County projects	2.75																												
	Danville / Montour Co. bike / ped safety	33.25											0.50												0.25					
	mountain biking special projects	37.25										2.00																		
	other special projects / events	27.75											2.50																	
	tourism promotion special projects	91.00																							0.50	1.25				
	Washingtonville revitalization	96.25		0.25		4.25	1.75		1.50	0.50				0.25	2.50		3.50	0.50					2.00	1.50						
	wellness special projects	9.50																												
	Humdinger Trail Races	75.50																												
	Montour 24 Endurance Races	2.50																												
	Chilli Challenge	3.75																												
DAILY TOTALS		1609.75	8.75	9.00	8.00	5.50	6.25	2.50		7.50	9.25	8.50	6.25	5.00	3.50	2.00	7.00	9.00	5.00	8.50	8.50		4.50	7.00	7.75	8.50				
WEEKLY PAYROLL TOTAL			40.00								40.00								40.00				27.75							
BIWEEKLY PAYROLL TOTAL							80.00												67.75											
PAYROLL PERIOD							21												22											

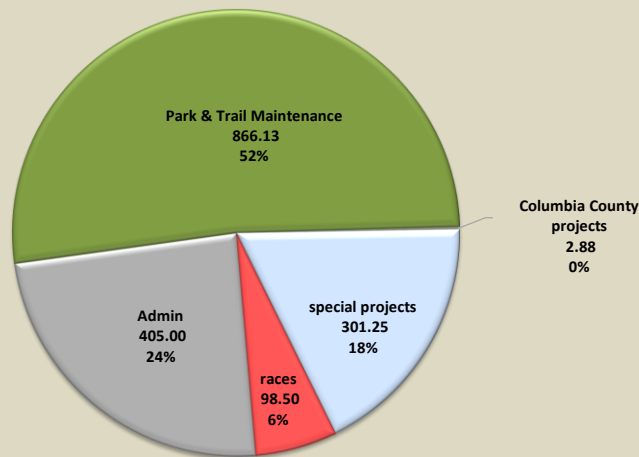
Page 10

## DIRECTOR'S REPORT (continued)

2020 STOUDT TIME ACCOUNTING YEAR-TO-DATE SUMMARY (AS OF 10/21/2020)								
2020 PAY RATE \$22.00/hr								
TASK	WAGES UP TO PA UC TAX CAP (455 HOURS)			WAGES AFTER PA UC TAX CAP			TOTAL PROJECT HOURS	TOTAL PROJECT LABOR COST
	HOURS	OVERTIME HOURS	COST W/ TAXES (\$24.11/HR)	HOURS	OVERTIME HOURS	COST W/ TAXES (\$23.68)		
MARC admin	144.25	9.25	\$ 3,589.38	250.75	10.75	\$ 6,065.04	405.00	\$ 9,654.42
Hess Recreation Area	26.75	1.25	\$ 660.01	157.75	1.00	\$ 3,747.36	185.63	\$ 4,407.37
Hopewell Park / Danville Farm Trails	12.75		\$ 307.40	37.50	0.50	\$ 893.92	50.50	\$ 1,201.32
Montour Preserve admin / maintenance	124.75	15.25	\$ 3,191.56	412.25	18.75	\$ 9,984.08	554.00	\$ 13,175.64
Montour Preserve programming	37.75	22.00	\$ 1,175.36	14.00	2.75	\$ 364.08	64.13	\$ 1,539.44
North Branch Canal Trail (Montour Co.)	0.75		\$ 18.08	9.75	0.25	\$ 233.84	10.63	\$ 251.92
River Drive trailhead / river access	-		\$ -	1.25		\$ 29.60	1.25	\$ 29.60
Columbia County projects	0.25		\$ 6.03	2.50	0.25	\$ 62.16	2.88	\$ 68.19
Danville / Montour Co. bike / ped safety	9.00		\$ 216.99	24.25		\$ 574.24	33.25	\$ 791.23
mountain biking special projects	21.25		\$ 512.34	16.00		\$ 378.88	37.25	\$ 891.22
other special projects / events	0.75		\$ 18.08	27.00		\$ 639.36	27.75	\$ 657.44
tourism promotion special projects	26.50	3.00	\$ 675.08	64.50	2.00	\$ 1,551.04	93.50	\$ 2,226.12
Washingtonville revitalization	10.00	0.25	\$ 244.11	86.25	7.25	\$ 2,128.24	100.00	\$ 2,372.35
wellness special projects	6.00		\$ 144.66	3.50		\$ 82.88	9.50	\$ 227.54
Humdinger Trail Races	33.50	2.50	\$ 837.82	42.00	31.00	\$ 1,361.60	92.25	\$ 2,199.42
Montour 24 Endurance Races	0.25		\$ 6.03	2.25		\$ 53.28	2.50	\$ 59.31
Chilli Challenge	0.50		\$ 12.06	3.25		\$ 76.96	3.75	\$ 89.02
<b>TOTALS</b>	<b>455.00</b>	<b>53.50</b>	<b>\$ 11,614.99</b>	<b>1,154.75</b>	<b>74.50</b>	<b>\$ 28,226.56</b>	<b>1,673.75</b>	<b>\$ 39,841.55</b>

2020 STOUDT TIME ACCOUNTING (GROUPED BY CATEGORY) YEAR-TO-DATE SUMMARY		
TASK	HOURS	COST W/ TAXES
Admin	405.00	\$ 9,654.42
Park & Trail Maintenance	866.13	\$ 20,605.30
Columbia County projects	2.88	\$ 68.19
special projects	301.25	\$ 7,165.90
races	98.50	\$ 2,347.75
<b>2020 YTD TOTALS</b>	<b>1,673.75</b>	<b>\$ 39,841.55</b>

**STOUDT 2020 TIME TRACKING YTD SUMMARY**



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

### **GRANTS**

- **DCED Marketing to Attract Tourists Grant (Montour Preserve)**
  - The final check drawn on the DCED grant checking account (refunding to the Commonwealth of Pennsylvania \$710.30 in interest earned on grant funds) has cleared and the account now has a zero balance
  - Stoudt will recommend during this meeting the closure of this checking account to prevent possible fraud
- **Montour County 2020 Hotel Tax**
  - As of 10/22/2020, MARC has so far received \$37,126.12 (including interest earned) in 2020 Montour County Hotel Tax grant funds
  - Stoudt, after consultation with Chairperson Mills and Treasurer Dombroski, on 10/21/2020 transferred \$22,864.33 from MARC's savings account to the general checking account to reimburse Hotel Tax-eligible expenses incurred year-to-date (see page 6 of this report for detail)
    - After this transfer of funds, \$14,261.79 in Hotel Tax funds remain earmarked in MARC's savings account
  - The next quarterly disbursement is anticipated in mid-November
  - Stoudt anticipates Q3 Hotel Tax revenues may exceed forecasts made in August due to greater than expected business in local hotels
- **Montour County COVID-19 County Relief Block Grant (no change since last meeting)**
  - Montour County has been advised that it is eligible to receive up to approximately \$1.65 million in funding through the PA Department of Community and Economic Development's (DCED) COVID-19 County Block Grant program (<https://dced.pa.gov/programs/covid-19-county-relief-block-grant-program/>), using funds provided by the federal government to the Commonwealth of PA
  - Montour County Commissioners have stated their desire to assist MARC if possible and are evaluating MARC's eligibility and other requirements
  - It is believed that funding, if received, must be spent by 12/30/2020
- **CSCF Women's Giving Circle 2020 (no change since last meeting)**
  - MARC has received a total of \$935 in funding (including \$500 in grant funding from CSCF) in support of the 2020 Girls ROC Mountain Bike Camp
  - MARC has to date reimbursed \$620 in eligible expenses for the camp and will process remaining expenses in coming days
  - The 2020 camps were very successful, even with mandatory COVID-19 restrictions, and Stoudt recommends MARC continue partnering with event organizers in 2021

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

### **GRANTS (continued)**

- **CSCF Danville Area School District Youth in Philanthropy (no change since last meeting)**
  - \$300 in grant funding has been applied toward the cost of the purchase of the new swing set for Washingtonville's DeLong Park
  - \$300 in grant funding has been applied toward the cost of the Hopewell Park Pump Track design
  - As of 8/21/2020, all grant funding has been expended and Stoudt will plan to submit the required grant closeout reports before year's end
- **DCNR 2020 Non-Motorized Trails Grant**
  - In partnership with Danville Borough staff, Stoudt on 4/22/2020 submitted an application to DCNR's 2020 Non-Motorized Trails grant program for construction of the Danville Borough Levee portion of the North Branch Canal Trail
  - Danville Borough has been notified by DCNR that the grant application has been approved for full funding (\$98,650) to match \$620,629 in previously awarded federal Transportation Alternatives grant funding
  - The grant period is expected to be 1/1/2021 – 12/31/2024
  - The grant will allow for the final design, permitting, and construction of 1.1 mile +/- of handicapped-accessible trail atop the Danville Borough Hospital Run and Upper Susquehanna River Levees, as well as related handicapped accessible parking areas. The project will connect the borough's residential neighborhoods with the Washies' Playground and the Danville Soccer Park and will provide a critical missing link in the larger North Branch Canal Trail project
  - Project mapping is available at <https://www.google.com/maps/d/edit?mid=17se2PMghOEBzg70bdSTOg3HPCTTO9drE&usp=sharing>

### **MANAGED SITES**

- **Hopewell Park / Danville Borough Farm**
  - DirtSculpt continues working to create an initial pump track design for consideration
    - The initial design is anticipated by 10/26/2020 and may be available for review during this meeting
  - Hunting season trail closure signage has been posted at all trail entrances, as well as to MARC's website and Facebook page
  - New trailhead mapping and signage has been created and was installed on 10/16/2020 at the park's information kiosk
  - Updated brochures have been designed and submitted to the printer
    - A quote will be considered for approval during this meeting (see page 40)
  - Stoudt and Danville Borough staff have completed an update to the Danville Borough Farm Land/Facility Use Memorandum of Understanding
    - The existing agreement expired on 10/10/2020
    - Danville Borough Council on 10/13/2020 approved the updated agreement
    - Stoudt will present the updated agreement during this meeting for possible approval (see pages 33 – 38)





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

### **MANAGED SITES (continued)**

- **Montour Township (Columbia County) Legion Road parcel**
  - No concerns noted since last meeting
- **River Drive parcel (North Branch Canal Trail trailhead and river access)**
  - No concerns noted since last meeting
- **North Branch Canal Trail**
  - Hunting season trail closure signage has been posted at the trail entrance, as well as to MARC's website and Facebook page
  - Trail Steward Wayne Kashner continues to monitor and care for the trail, working to realign problem sections near the Catawissa Boat Club
  - Stoudt on 10/23/2020 picked up and properly disposed of approximately 30 picture frames which had been dumped at the trail entrance
    - No identifiable information could be found to identify the individual(s) responsible for the dumping
  - Stoudt on 10/23/2020 met with representatives of the Bear Hunters' Grove Campground, located at the Montour County / Columbia County line, to discuss ongoing encroachments on the North Branch Canal Trail and SEDA-COG Joint Rail Authority properties
    - New construction of a wooden-framed animal pen was noted on the location where a horse corral had previously been removed
    - Gardens, wood piles, vehicles, and other encroachments were also observed
    - Representatives of the Bear Hunters' Grove Campground reasserted ownership of the land in dispute and strongly objected to MARC's efforts to have the items removed
    - Stoudt advised representatives of the Bear Hunters' Grove Campground that MARC would consider them to be in violation of the agreement reached in 2018 (Bear Hunters' Grove Campground would cease objections to the trail, allow public use of the trail corridor, and remove encroachments identified by MARC) and he would recommend action to MARC's Board to compel the permanent removal of the property encroachments and prevent future encroachments
      - Discussion and possible action is anticipated during this meeting
      - Stoudt will post trail closures on either side of the campground, to remain in effect until the legal dispute is resolved and the encroachments are removed

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

### **MANAGED SITES (continued)**

#### **• Montour Preserve**

- New requirements from Governor Wolf's office, effective 10/9/2020, have further reduced capacity restrictions at Montour Preserve facilities
  - Pavilions are now restricted to 25% capacity (capacities now range from 6 to 30 people)
  - The environmental education center auditorium is now restricted to a max. occupancy of 40
  - The visitors' center is restricted to a maximum occupancy of 10
  - All facilities at the Montour Preserve remain open to public use
- Though all in-person programming remains suspended until further notice, Jon Beam has continued working to create a weekly series of 'Nature Notes' programs, posted to MARC's Facebook page and the Montour Preserve website at <https://montourpreserve.org/nature-notes/>
- New Planet Walk trail signage has been received and installed
  - Stoudt will create a new Planet Walk page on the Montour Preserve website and will create a new brochure when time allows
  - Beam has created a Planet Walk podcast which will be posted to the website
  - MARC thanks Service 1<sup>st</sup> for fully funding the sign purchase
  - MARC thanks Mike Yeich for volunteer assistance with sign installation
- The HVAC unit in the visitors' center has been repaired and seems to be working properly, but Stoudt and Piatt will continue to monitor for problems
- The new internet service (installed 7/14/2020) from Sky Packet Networks (affiliated with DRIVE) is not yet functional
  - MARC has not been charged a fee for service (though MARC paid \$279.00 on 7/14/2020 for hardware installation)
  - Stoudt is aware that additional infrastructure is being installed in the region and anticipates functional service in coming weeks
- MARC staff anticipate moving the fishing pier and boat dock to winter storage on 10/26/2020, weather permitting
- MARC staff anticipate having the Goose Cove and Heron Cove restrooms pumped on 10/26/2020
- MARC staff anticipate shutting down the Goose Cove and Heron Cove picnic area water systems on 10/27/2020
- The environmental education center auditorium will again be used as an election polling place on 11/3/2020
  - Stoudt will consult with election representatives regarding mandated COVID-19 restrictions
- Stoudt on 10/22/2020 met with representatives of Pattern Energy to discuss MARC's operation of the Montour Preserve and any MARC concerns regarding the proposed Montour Solar One project
- Stoudt on 10/22/2020 participated in the Pattern Energy telephone town hall regarding the proposed Montour Solar One project





## DIRECTOR'S REPORT (continued)

### MANAGED SITES (continued)

- Hess Recreation Area (continued)

SAMPLE TRAIL MARKER  
(ACTUAL SIGN TO BE 6" x 8" REFLECTIVE ALUMINUM,  
MOUNTED TO 4" x 4" WOODEN POST OR EXISTING SIGN POST)

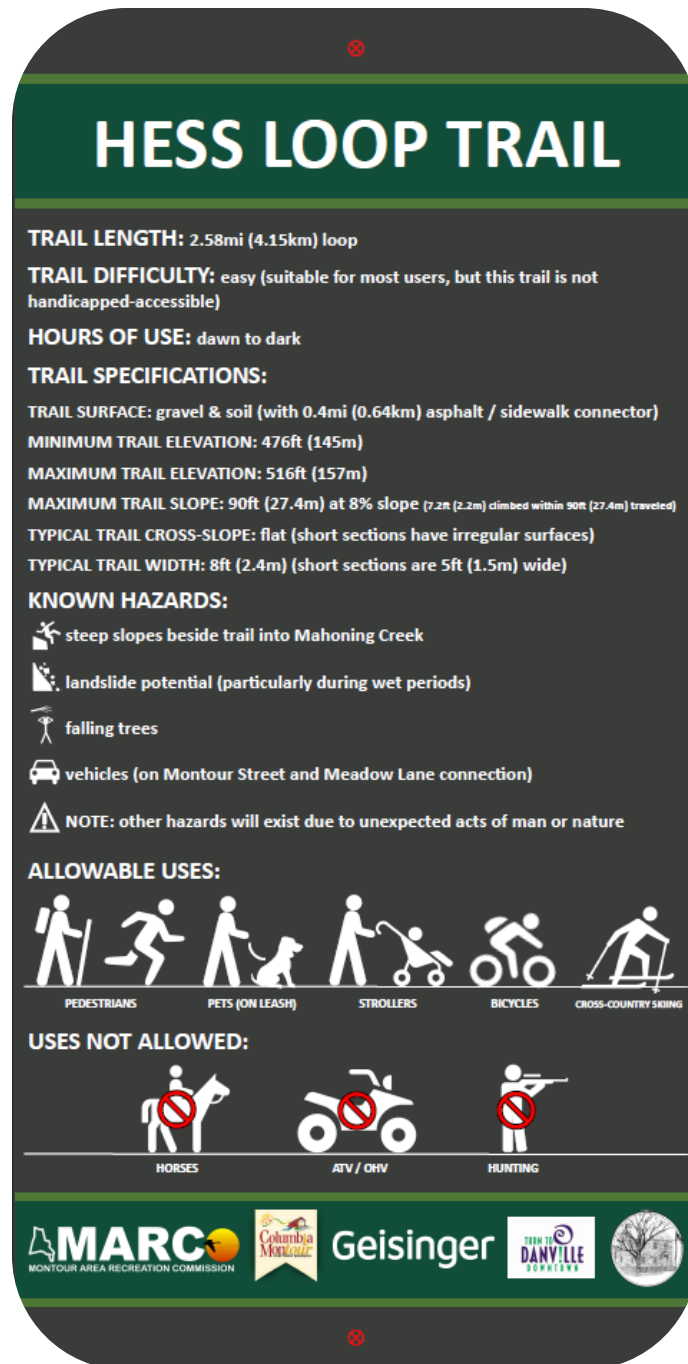


## DIRECTOR'S REPORT (continued)

### MANAGED SITES (continued)

- Hess Recreation Area (continued)

SAMPLE TRAILHEAD SIGN  
(ACTUAL SIGN TO BE 18" x 36" REFLECTIVE ALUMINUM,  
MOUNTED TO 4" x 4" WOODEN POST OR EXISTING SIGN POST)



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

### **SPECIAL PROJECTS AND EVENTS**

- **Riverside Borough River Access**
  - Stoudt has submitted an order for a replacement sign as part of the planned order of signs for the Hess Recreation Area
    - If the purchase is approved (action item at this meeting), Stoudt anticipates receipt and installation of the sign by late November
    - An individual has expressed possible interest in donating toward the sign purchase
- **Danville Borough Montgomery Park River Access (no change since last meeting)**
  - Stoudt continues to monitor the site, with no recent problems noted
  - MARC thanks Danville Borough staff for continuing to maintain the site for public access
- **Columbia County Projects**
  - No updates since last meeting
- **Danville / Montour County Bike / Pedestrian Safety**
  - Stoudt on 10/7/2020 attended the meeting of the Danville Business Alliance Design Committee
  - Stoudt on 10/22/2020 met with representatives of the Susquehanna Greenway Partnership to discuss ongoing and planned trail projects in Montour County, including the recently announced DCNR grant for the construction of the Danville levee portion of the North Branch Canal Trail
- **Health & Wellness Special Projects**
  - No updates since last meeting
- **Races**
  - Stoudt does not anticipate scheduling any MARC races or special events until July 2021 at the earliest
- **Mountain Biking Special Projects**
  - Stoudt on 10/6/2020 participated in a meeting with organizers of the planned 4/23 – 4/25/2020 Young Life mountain biking event in and around Danville
  - Work continues on the proposed Hopewell Park pump track design (see page 22)
- **Tourism Promotion Special Projects**
  - Stoudt and the Columbia-Montour Visitors Bureau continue working to finalize the mapping of all parks, trails, and outdoor recreational sites in and around Montour County
    - Photos, additional content, and other improvements have been added to the online mapping in recent weeks, available online at <https://montourrec.com/parks-trails-in-montour-county/> and <https://montourrec.com/fish-and-boat-in-montour-and-columbia-counties-pa/>
    - Work is underway to create a new Montour/Columbia Counties Outdoor Recreation brochure, anticipated for release in Q1 2021
  - Stoudt continues to participate in the Danville Heritage Festival Committee to consider options for a 2021 event



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

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

- **Washingtonville Revitalization**

- Work is now complete on the new swing set, as well as the handicapped-accessible parking area and walkway, bike rack, sign, and related improvements
  - MARC thanks volunteers of the Washingtonville Revitalization Committee, as well as major project donors USG, Danville Area School District Youth in Philanthropy program, and the Central Susquehanna Valley Board of Realtors



- Stoudt and Mayor Tyler Dombroski continue to work with a landowner adjacent to Chillisquaque Creek to revise a proposed stream access easement
  - if approved by the landowner, Stoudt expects to present the agreement to MARC's Board for consideration at the November meeting
- Stoudt continues to work with volunteers to identify, map, and promote bicycling routes in the Washingtonville area

## DIRECTOR'S REPORT (continued)

### SPECIAL PROJECTS AND EVENTS (continued)

- Washingtonville Revitalization (continued)



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

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

- **Navigable Waters**

- Stoudt continues consulting with regional organizations to determine how best to respond to recent developments regarding a legal challenge to the navigability of Fishing Creek in Columbia County
- Stoudt is serving on a Columbia-Montour Visitors Bureau Taskforce related to the issue
- Stoudt on 10/21/2020 attended a meeting of the Lower North Branch Susquehanna River stakeholders' group

### **OTHER UPDATES**

- Stoudt on 10/23/2020 met with Jacob Bausinger, Service Forester for the PA DCNR Bureau of Forestry – Weiser Forest District, to discuss possible forest management options at MARC-managed sites
- St. Joseph Catholic School in Danville has offered to MARC the play set currently in place at the school's playground
  - MARC has been offered the play set at no cost, so long as MARC disassembles and removes the set
  - Stoudt will plan to discuss this opportunity at this meeting and will investigate options for relocating the set to a member entity's facility at a future date



**DANVILLE BOROUGH FARM  
LAND/FACILITY USE  
MEMORANDUM OF UNDERSTANDING**

BETWEEN

**BOROUGH OF DANVILLE**

AND

**MONTOUR AREA RECREATION COMMISSION**

**WHEREAS**, the Borough of Danville (hereinafter the Borough) owns and operates certain agricultural and forested lands and structures in the Borough of Danville and Mahoning Township, Montour County, PA in the vicinity of State Hospital Drive, US-11, Clinic Road, and Toby Run Road (hereinafter collectively referred to as the Borough Farm), as shown in Exhibit "A"; and

**WHEREAS**, portions of the Borough Farm are operated under special restrictions because of, but not limited to, sewage sludge applications and related Department of Environmental Protection regulations, farmer lease operations, and hunting access; and

**WHEREAS**, the Borough must meet its various obligations regarding stewardship and management of the Borough Farm and protection of the general welfare of Borough residents and visitors; and

**WHEREAS**, the Montour Area Recreation Commission (hereinafter MARC), a Pennsylvania Domestic Nonprofit Corporation (15 Pa C.S. § 5306) operating as a multi-governmental organization in Montour County, Pennsylvania as authorized by an Intergovernmental Agreement of Cooperation, dated 13 May, 2020, has used and wishes to continue to use certain lands and structures within the Borough Farm for public recreation purposes; and

**WHEREAS**, the Borough is a member of MARC and wishes to promote public recreation where appropriate; and

**WHEREAS**, MARC and the Borough wish to enter into an Agreement for allowance of limited public recreational use of portions of the Borough Farm, subject to the conditions and restrictions set forth here;

**NOW THEREFORE**, in consideration of the mutual promises contained herein, and intending to be legally bound, the Participants agree as follows:

1. MARC shall continue to be permitted to use the structure know as the “pig barn”, shown on Exhibit “A”, for storage of materials and as the starting/finishing location of the Humdinger Trail Runs, held annually on the first Saturday of March. MARC shall maintain locks on all building doors to prevent unauthorized entry to the building and shall provide copies of keys to the Borough. MARC shall not store flammable liquids or other hazardous materials inside the building except as needed for heating and food preparation on the first Saturday of March. MARC shall remove all exterior race amenities from the building grounds by the second Saturday of March. MARC employees and supervised volunteers shall be permitted to access the pig barn at any time during the year, via the access route shown on Exhibit “A”, so long as entry does not conflict with Borough employee or farmer activities which may be taking place on adjacent fields.
2. In the event the Borough wishes to store materials in the pig barn, the Borough shall provide five (5) days notice to MARC to allow MARC to move materials as needed. In the event the Borough needs to store substantial quantities of materials in the pig barn to the point where it is no longer feasible for MARC to also store materials there, the Borough shall provide thirty (30) days notice to MARC to remove its materials. A termination of MARC’s ability to use the pig barn for material storage shall not terminate the other provisions of this Agreement.
3. MARC shall be permitted to use the Borough Farm field access roads, field edge areas, and nearby wooded stream corridor, shown on Exhibit “A”, as part of the Humdinger Trail Runs only on the first Saturday of March each year, except that MARC staff and supervised volunteers may enter these locations from January 1 through the first Saturday of March when needed to prepare the race course. MARC shall make conspicuous note on its websites, Facebook page, printed materials, and any other advertisements that these farm field access roads, field edge areas, and wooded stream corridor are closed to public use at all other times during the year.
4. MARC shall not enter, nor permit its volunteers, racers, or other event attendees to enter the Borough maintenance building site and adjacent parking lot or lawns, shown on Exhibit “A”.
5. MARC shall not enter, nor permit its volunteers, racers, or other event attendees to enter the tillable farmlands, shown on Exhibit “A”.

6. MARC shall be permitted to construct and maintain hiking and mountain biking trails (hereinafter Trails) on the forested portion of the Borough Farm lands as depicted on Exhibit "A". Parking and trail access shall be provided by MARC through the adjacent Montour County owned Hopewell Park, as depicted on Exhibit "A". MARC shall be solely responsible for the stewardship of these Trails and shall be permitted to provide trailhead mapping and non-permanent trail blazes along these Trails. MARC shall be responsible for any permitting necessary for trail construction. MARC shall provide notice to the Borough of any planned trail construction or maintenance activities. MARC shall make every effort to avoid construction or trail maintenance activities during the hunting seasons designated in Section 7 below.
7. MARC shall be permitted to investigate and construct a new trail paralleling the US-11 road corridor, as depicted on Exhibit "A", to connect the Danville Area School District campus and planned athletic fields with Hopewell Park and existing Trails. MARC shall be required to coordinate with the Borough on trail location, design, and maintenance and to secure all permitting and permissions as may be required. The Borough makes no guarantee, implied or explicit, of MARC's ability to secure the required permits and permissions.
8. In order to avoid conflicts with hunters who have been awarded hunting permits by the Borough to hunt on the Borough Farm, MARC shall post notices at the parking area and trailheads that these Trails are closed to all users except those hunters with valid Borough hunting permits during the following periods:
  - a. Saturdays during the spring gobbler season (typically the last Saturday of April through the last Saturday of May, as determined annually by the PA Game Commission)
  - b. Saturdays during archery season (typically the last Saturday of September or the first Saturday of October through late November, as determined annually by the PA Game Commission)
  - c. All days during the antlerless deer muzzleloader season (typically a one week period in mid-October, as determined annually by the PA Game Commission)
  - d. All days during the regular firearms antlerless and antlered deer seasons (typically the last Saturday of November through the second Saturday of December, as determined annually by the PA Game Commission)
  - e. Sundays during any of the aforementioned time periods when hunting is allowed by the PA Game Commission



9. MARC shall be permitted to conduct special events on these Trails during the year except during the periods of time designated in Section 7 above. MARC shall notify the Borough at least thirty (30) days before any special event it intends to conduct. Any special event must comply with the terms of this Agreement.
10. If it is discovered that trail users are entering tillable farmlands or other prohibited portions of the Borough Farm, MARC shall, at its sole expense, post barriers and notices to prevent continued violations of this Agreement. Should MARC's corrective actions fail to end violations of this Agreement, the Borough may order MARC to close the Trails for a period of time to be determined by the Borough.
11. In order to facilitate emergency vehicle access to remote sections of trail, MARC shall be permitted to clear and maintain the former access road from Toby Run Road to the top of the hillside, as depicted on Exhibit "A", subject to the following conditions:
  - a. MARC shall secure any required erosion and sedimentation control permitting.
  - b. MARC shall ensure that proper erosion controls are maintained to protect Borough lands and adjacent Mahoning Township roadways.
  - c. MARC shall ensure that the existing gate remains closed and locked at all times, except while maintenance work is being conducted, and a copy of the gate lock key shall be provided to the Borough.
  - d. No motorized vehicles shall be permitted to use this road, except as may be needed in case of emergency or during times of road maintenance, trail construction, special events, or maintenance operations where motorized equipment is necessary. MARC shall provide to the Borough at least five (5) business days prior notice of any planned work events fitting this criteria.
12. No camping shall be permitted on the property.
13. MARC shall not be permitted to use herbicides on the property unless specifically requested by MARC at least five (5) business days in advance and approved by the Borough. If approved, any herbicide use must be done by a licensed applicator.
14. MARC shall provide to the Borough proof of General Liability Insurance in the amount of \$10,000,000, provided through the Pennsylvania Intergovernmental Risk Management Association, naming the Borough as an additional insured party, and shall continue such coverage at all times during the duration of this Agreement.
15. This Agreement shall be valid for five (5) years from its effective date and shall be renewable in five (5) year increments if so agreed by both the Borough and MARC.



16. The terms of this Agreement shall not be modified except through written agreement of both the Borough and MARC.

17. This Agreement shall not be terminated before the agreed expiration date unless one or more Participant violates the terms of this Agreement or unless otherwise agreed by both Participants.

**IN WITNESS WHEREOF**, the Participants hereto have set their hands.



Borough of Danville

10-13-2020

Date



Attest:

Michael B. Mills, Chairperson  
Montour Area Recreation Commission

Date

Attest: Robert T. Stoudt, Director  
Montour Area Recreation Commission

This aerial map of the Borough of Stoughton displays several key features and boundaries. The map includes the following labels and features:

- Trailhead parking and area access:** Indicated by a yellow line along the western edge of the map.
- future trail study area (yellow line):** A yellow line running along the western edge of the map.
- Borough maintenance facility (access prohibited) (red shaded area):** A red shaded area located in the central-western part of the map.
- Humdinger approved routes (green shaded areas):** Green shaded areas located in the central and southern parts of the map.
- approved trail area (brown shaded area):** A large brown shaded area covering the central and eastern parts of the map.
- access road (orange line):** An orange line running along the northern edge of the map.
- access route (purple line):** A purple line running along the southern edge of the map.
- State Hospital Drive:** A road running along the southern edge of the map.
- Chute Road:** A road running along the eastern edge of the map.
- Toby Run Road:** A road running along the northern edge of the map.
- Borough Farm MOU boundary (white line):** A white line running along the eastern edge of the map.
- Map Scale:** 0 to 0.25 miles.
- Compass Rose:** Indicating North (N), South (S), East (E), and West (W).
- Map revised 10/8/2020 R. Stoudt**

revised 10/8/2020

TNT SIGNS INC.  
559 AIRPORT BLVD. BLDG. C  
AURORA, CO 80011  
(303)340-3336  
info@tntsigns.com  
www.tntsigns.com

## Estimate

**ADDRESS**  
Montour Area Recreation  
Commission  
PO Box 456  
Danville, PA 17821 USA

**SHIP TO**  
PICK UP

**ESTIMATE #** 3433  
**DATE** 10/22/2020  
**EXPIRATION DATE** 12/22/2020

<b>SHIP DATE</b> 10/22/2020	<b>SHIP VIA</b> PICK UP	<b>P.O. NUMBER</b> PENDING	<b>PROJECT ID</b> TRAIL SIGNS	<b>SALES REP</b> 40
--------------------------------	----------------------------	-------------------------------	----------------------------------	------------------------

PROD/SERV	DESCRIPTION	QTY	RATE	AMOUNT
SGN-ALUM	24IN X 60IN .080 ALUMINUM SIGN/S - FLUORIDE RESIN LAMINATE - AS PER CUSTOMER APPROVED/PROVIDED ARTWORK - RIVER SIGNS	1	189.00	189.00T
SGN-ALUM	18IN X 36IN .080 ALUMINUM SIGN/S - FLUORIDE RESIN LAMINATE - AS PER CUSTOMER APPROVED/PROVIDED ARTWORK - HESS TRAIL	4	90.00	360.00T
SGN-ALUM	6IN X 8IN .080 ALUMINUM SIGN/S - FLUORIDE RESIN LAMINATE - AS PER CUSTOMER APPROVED/PROVIDED ARTWORK - HESS LOOP	38	9.15	347.70T

This Estimate is Good for 60 days and may or may not include any all applicable taxes, shipping or artworks charges.

SUBTOTAL	896.70
TAX (0)	0.00
<b>TOTAL</b>	<b>\$896.70</b>

Accepted By

Accepted Date

Accounts not paid within 30 days of the due date as shown on this invoice are subject to a 1.5% monthly finance charge.



**Press Enterprise, Inc**  
3185 Lackawanna Ave  
Bloomsburg, PA 17815  
Ph: (570) 784-2121  
FAX: (570) 784-3057  
Email: info@pressenterprise.net  
Web: http://www.pressenterprise.net/

**Estimate #: 4769**

Page 1 of 1

**Created Date:** 10/15/2020 5:24:47PM  
**Salesperson:** PE House Acct  
**Email:** sales@pedigitalprint.com  
**Not Specified:** (570) 784-2121  
**Not Specified:** (570) 784-3057  
**Entered by:** Sarah DeMott

**Prepared For:** Montour Area Recreation Commission  
**Contact:** Robert Stoudt, Director  
**Office Phone:** (570) 336-2060  
**Email:**  
**Address:** P.O. Box 456  
Danville, PA 17821

**Description: Brochures Printing Request 10-22-20**

		Quantity	Unit Price	Subtotal
<b>1</b>	<b>Product:</b> Small Format Prints <b>Description:</b> 2,500 - Rec Area Brochures 2,500 - Hopewell Park Brochures • 2500 Sets of 2 Originals, 5000 8.5 in (H) x 14 in (W) Double Sided Color Print(s) on IPT - 12x18 - 100# Gloss White Text stock material • 4-panel fold	5000	\$0.26	\$1,275.00
<b>2</b>	<b>Product:</b> Small Format Prints <b>Description:</b> 500 - Goose Woods Stitch & Trim Books • 500 Sets of 4 Originals, 2000 8.5 in (H) x 11 in (W) Double Sided Color Print(s) on IPT - 12x18 - 100# Gloss White Text stock material • Saddle Stitching	2000	\$0.23	\$450.00
<b>3</b>	<b>Product:</b> Small Format Prints <b>Description:</b> 2,500 - Fossil Pit Brochures • 2500- 8.5 in (H) x 11 in (W) Double Sided, Color Print(s) on IPT - 12x18 - 100# Gloss White Text stock material • Tri-Fold	2500	\$0.16	\$400.00

**Estimate Total:** \$2,125.00  
**Subtotal:** \$2,125.00  
**Taxes:** \$127.50  
**Total:** \$2,252.50

**Payment Terms:** Balance due upon receipt.

**Client Reply Request**

☐ Estimate Accepted "As Is". Please proceed with Order.  
☐ Changes required, please contact me.

☐ Other: \_\_\_\_\_  
**SIGN:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Print Date: 10/22/2020 2:58:26PM  
SYSTEM\Estimate\_Estimate01

**esri**

380 New York Street  
Redlands, CA 92373  
Phone: 888-377-4575/2240  
Fax #: 909-793-4801

## Quotation

Date: 07/22/2020

Quotation Number: 25970888

Montour Area Recreation Commission  
PO Box 456  
Danville PA 17821-0456  
Attn: Robert Stoudt

Phone: 570-336-2060

Customer Number: 609238

For questions regarding this document, please contact Customer Service at 888-377-4575.

**Send Purchase Orders To:**

Environmental Systems Research Institute, Inc.  
380 New York Street  
Redlands, CA 92373-8100  
Attn: Manny Ballesteros

**Please include the following remittance address on your Purchase Order:**

Environmental Systems Research Institute, Inc.  
P.O. Box 741076  
Los Angeles, CA 90074-1076

Item	Qty	Material#	Unit Price	Extended Price
10	1	165535 ArcGIS Online GIS Professional Basic Term License Start Date: 10/21/2020 End Date: 10/20/2021	700.00	700.00
Item Subtotal				700.00
Estimated Taxes				42.00
Total				USD 742.00

DUNS/CEC: 06-313-4175 CAGE: 0AMS3

Quotation is valid for 90 days from document date.

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

Issued By: Manny Ballesteros Ext: 2240

[CSBATCHDOM]

To expedite your order, please reference your customer number and this quotation number on your purchase order.



Esri Inc  
380 New York Street  
Redlands, CA 92373

## Receipt

**DATE:** 10/20/2020  
**CARDHOLDER:** ROBERT STOUDT  
**EMAIL:** rstoudt@montourec.com

**CUSTOMER NUMBER 609238**

**INVOICE:** 93920971  
**PUR. ORDER:** CC STOUDT  
**CREDIT CARD:** Discover  
**CC NUMBER:** \*\*\*\*\*9235  
**REFERENCE:** 1207147745  
**AMOUNT:** 742.00

Thank you for your payment!

---

### Esri Contact

**NAME:** Allison Waymire  
**PHONE:** 888-377-4575 2961  
**FAX:** 909-307-3083  
**EMAIL:** awaymire@esri.com





345 Oak Road . Gibsonia, PA 15044  
724-265-4900 . 724-265-4300 (fax)  
www.PannierGraphics.com

DATE: 10/23/2020

QUOTE: E000041634

Montour Area Recreation  
Commission  
PO Box 456  
Danville PA 17821

Contact: Bob Stoudt  
Phone: (570) 336-2060  
Email: montrec@ptd.net  
Project: Welcome to Montour Preserve

Quantity	Description	Unit Price	Extended Price
5	47.5" w x 47.5" h x .125 Fiberglass Embedded (FE) Panels. All identical. Single-faced. Matte finish. Square cut. No holes.	\$397.00	\$1,985.00
Sale Amount:			\$1,985.00
Sales Tax:			\$146.79
Estimated Freight to 17821:			\$112.00
Total Amount:			\$2,243.79

#### TERMS AND CONDITIONS

- Pricing is based on receiving print ready files. For more information refer to our [File Preparation Guidelines](#). Completed files can be uploaded to our [FTP Site](#).
- One proof will be submitted for customer's approval.
- Bulk packed and one shipment.
- Prices effective for 90 days.
- Delivery: 15-20 Business days after proof approval.
- FOB: Gibsonia
- 50% Payment due with order and balance due in Net 30 days.

Robin Heddaeus  
Vice President of Sales  
724-265-4900 x220  
rlh@pannier.com

Customer Acceptance/Date

Print Name and Title