



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

7:00pm May 24, 2021 Regular Meeting Agenda

Montour Preserve Environmental Education Center - 374 Preserve Rd, Danville, PA 17821

<https://us02web.zoom.us/j/81334135334?pwd=WkNFOVplVXNySHBYNE9EZIVMZFIUT09>

To connect by phone: (929) 205 6099 | Meeting ID: 813 3413 5334 | Passcode: 178458

Call to Order

Public Comment

Officer Reports

- Chairman's Report (Tyler Dombroski)
- Treasurer's Report (Dr. John Bulger) (*pages 2 - 18*)
- Secretary's Report (Chris Johns)

Partner Reports

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

Montour Preserve Concessionaire's Report (Riverside Adventure Company) (*page 19*)

Assistant Director / Naturalist's Report (Jon Beam) (*page 19*)

Senior Maintenance Technician's Report (Denny Piatt) (*page 19*)

Director's Report (Bob Stoudt) (*pages 20 - 31*)

Old Business

New Business

- Seasonal Maintenance Technician Hire
- Snowdog Trail Groomer Purchase

Other Items

Adjournment

next meeting: 7:00pm Monday, June 28, 2021



MARC 2021 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 for Internal Budgeting	Statement of Revenues & Expenses Line Item	Grant to Credit or Debit (if applicable)	Debit (-)	Credit (+)	Account Balance
debit card	4/26/2021	5/10/2021	4/1 - 4/30/21	USPS Danville (stamps)	office expenses	office expenses	Montour County Hotel Tax	22.00		78,179.05
6625	4/27/2021	5/10/2021		Robert Stoudt (4/26 expense report)	\$688.88 Montour Preserve (maintenance/misc); \$2,500 Montour Preserve (maintenance/misc); \$323 Washingtonville Revitalization; \$250 Montour Preserve (maintenance/misc); \$68.90 Hopewell Park	park & trail maintenance	Montour County Hotel Tax	3,830.78		74,348.27
6626	4/27/2021	5/10/2021		Susan Shultz, CPA (quarterly accounting fee)	accounting	accounting	Montour County Hotel Tax	355.00		73,993.27
6627	4/27/2021	5/10/2021		Dennis Piatt (payroll 4/11 - 4/24)	payroll - Piatt	wages	Montour County Hotel Tax	568.52		73,424.75
6628	4/27/2021	5/10/2021		Jon Beam (payroll 4/11 - 4/24)	payroll - Beam	wages	Montour County Hotel Tax	566.20		72,858.55
6629	4/27/2021	5/10/2021		Lesley Yeich (payroll 4/11 - 4/24)	payroll - Yeich	wages	Montour County Hotel Tax	441.36		72,417.19
6630	4/27/2021	5/10/2021		Robert Stoudt (payroll 4/11 - 4/24)	payroll - Stoudt	wages	Montour County Hotel Tax	2,817.10		69,600.09
debit card	4/27/2021	5/10/2021	4/1 - 4/30/21	MailChimp (monthly email service)	\$11.12 Montour Preserve (email); \$11.13 administration / miscellaneous	\$11.12 park & trail maintenance; \$11.13 miscellaneous expenses	Montour County Hotel Tax	22.25		69,577.84
debit card	4/29/2021	5/10/2021	4/1 - 4/30/21	Amazon.com (hand sanitizer dispensers (12))	\$42.38 Hess Recreation Area (restrooms); \$211.90 Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	254.28		69,323.56
debit card	4/29/2021	5/10/2021	4/1 - 4/30/21	Amazon.com (hand sanitizer (16-liters))	\$31.09 Hess Recreation Area (restrooms); \$155.45 Montour Preserve (maintenance/ misc)	park & trail maintenance	Montour County Hotel Tax	186.54		69,137.02
auto pay	4/30/2021	5/10/2021	4/1 - 4/30/21	PA UC Fund (Q1 payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	292.88		68,844.14
auto pay	4/30/2021	5/10/2021		Danville Area Earned Income Tax Office (Q1 payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	397.91		68,446.23
interest	4/30/2021	5/10/2021	4/1 - 4/30/21	dividend interest earned 4/1 - 4/30/21	interest	interest income			6.46	68,452.69
6631	5/1/2021			VOID				-		68,452.69
debit card	5/2/2021			Cole's Hardware (fence post, safety fence, batteries, hand sanitizer, tape)	\$115.43 Hess Recreation Area; \$76.24 Montour Preserve (maintenance/misc)	park & trail maintenance	Montour County Hotel Tax	191.67		68,261.02
6632	5/3/2021			PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	375.42		67,885.60
6633	5/3/2021			PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	579.34		67,306.26
6634	5/3/2021			PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	46.54		67,259.72
6635	5/3/2021			PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	45.90		67,213.82
6636	5/3/2021			PPL Electric Utilities	Hess Recreation Area (electricity)	park & trail maintenance	Montour County Hotel Tax	45.20		67,168.62
debit card	5/4/2021			Lowe's (extension pole saw)	tools & supplies	park & trail maintenance	Montour County Hotel Tax	34.96		67,133.66
6637	5/5/2021			Ted Heaps Container Service	\$125 Montour Preserve (trash); \$65 Hess Recreation Area (trash)	park & trail maintenance	Montour County Hotel Tax	190.00		66,943.66
6638	5/5/2021			MePush (website hosting)	\$52.47 Montour Preserve (website); \$52.47 admin/misc	\$52.47 park & trail maintenance; \$52.47 miscellaneous expenses	Montour County Hotel Tax	104.94		66,838.72
debit card	5/11/2021			Cole's Hardware (paint brushes)	Montour Preserve (maintenance/misc)	park & trail maintenance	Montour County Hotel Tax	58.25		66,780.47
deposit	5/11/2021			deposit	\$415 Hess Recreation Area users' fees; \$250 Hess Recreation Area security deposit; \$1,929.50 Montour Preserve pavilion reservation fees; \$538 Montour Preserve donations; \$409.82 Montour County Hotel Tax grant; \$4,150 Snowdog purchase donations	\$415 Contributions and User Fees (Hess Field); \$250 Contributions and User Fees (Hess Field); \$1,929.50 Contributions and User Fees (Montour Preserve); \$538 Contributions and User Fees (Montour Preserve); \$409.82 Grants - Montour County Hotel Taxes; \$4,150 Other Income			7,692.32	74,472.79
debit card	5/13/2021			Amazon.com (slippery when wet signs)	Montour Preserve (maintenance/misc)	park & trail maintenance	Montour County Hotel Tax	73.32		74,399.47
debit card	5/13/2021			Turbotville Great Valu (diesel fuel)	Montour Preserve (maintenance/misc)	park & trail maintenance	Montour County Hotel Tax	45.66		74,353.81

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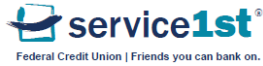
MARC 2021 Checking Account (ID 40) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount for Internal Budgeting	Statement of Revenues & Expenses Line Item	Grant to Credit or Debit (if applicable)	Debit (-)	Credit (+)	Account Balance
debit card	5/13/2021			Cole's Hardware (zip ties)	Hess Recreation Area (maintenance)	park & trail maintenance	Montour County Hotel Tax	29.66		74,324.15
debit card	5/13/2021			Cole's Hardware (pitchforks and post hole digger)	tools & supplies	park & trail maintenance	Montour County Hotel Tax	148.37		74,175.78
auto pay	5/14/2021			GoDaddy (MontourPreserve.org email service one-year renewal)	administration / miscellaneous	miscellaneous expenses	Montour County Hotel Tax	76.20		74,099.58
6639	5/16/2021			Lisa Kroh (overpayment refund)	Hess Recreation Area users' fee (REFUND)	Hess Field user fees (REFUND)		67.50		74,032.08
6640	5/16/2021			Commonwealth of Pennsylvania (five-year registration renewal for trailer)	administration / miscellaneous	miscellaneous expenses	Montour County Hotel Tax	30.00		74,002.08
6641	5/16/2021			Big Pop's Mowing	\$786 Hess Recreation Area; \$100 River Drive; \$120 Hopewell Park; \$40 Columbia County projects; \$3,335 Montour Preserve	park & trail maintenance	\$4,341 Montour County Hotel Tax (excludes Columbia County projects)	4,381.00		69,621.08
6642	5/16/2021			McKonly & Asbury (50% payment for 2020 audit)	auditing	professional fees	Montour County Hotel Tax	2,250.00		67,371.08
6643	5/16/2021			US Department of Agriculture (Montour Preserve wildlife management)	Montour Preserve (wildlife management)	park & trail maintenance	Montour County Hotel Tax	840.27		66,530.81
6644	5/16/2021			Devon Richardson	Montour Preserve pavilion reservation fee (REFUND)	Montour Preserve user fee (REFUND)		90.00		66,440.81
6645	5/16/2021			Justin Cassidy	Hess Recreation Area security deposit (REFUND)	Hess Field user fees (REFUND)		250.00		66,190.81
6646	5/16/2021			Dennis Piatt (payroll 4/25 - 5/8)	payroll - Piatt	wages	Montour County Hotel Tax	279.19		65,911.62
6647	5/16/2021			Jon Beam (payroll 4/25 - 5/8)	payroll - Beam	wages	Montour County Hotel Tax	539.04		65,372.58
6648	5/16/2021			Lesley Yeich (payroll 4/25 - 5/8)	payroll - Yeich	wages	Montour County Hotel Tax	354.67		65,017.91
6649	5/16/2021			Robert Stoudt (payroll 4/25 - 5/8)	payroll - Stoudt	wages	Montour County Hotel Tax	2,532.50		62,485.41
6650	5/16/2021			Soccer Shots	Hess Recreation Area users' fee (REFUND)	Hess Field user fees (REFUND)		250.00		62,235.41
6651	5/17/2021			Montour County Conservation District (E&S Control Plan waiver for DeLong Park sitting area project)	Washingtonville Revitalization	park & trail maintenance	Montour County Hotel Tax	50.00		62,185.41
6652	5/17/2021			Verizon	Montour Preserve (telephone)	park & trail maintenance	Montour County Hotel Tax	112.38		62,073.03
6653	5/17/2021			Brian Sokol Trucking (load 2A stone for watercraft concessionaire pad)	Montour Preserve (maintenance/misc)	park & trail maintenance	Montour County Hotel Tax	418.98		61,654.05
auto pay	5/17/2021			US Treasury (April payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	2,311.96		59,342.09
auto pay	5/17/2021			PA Dept. of Revenue (April payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	308.19		59,033.90
6654	5/18/2021			Hanson Aggregates (load cracker dust for DeLong Park sitting area project)	Washingtonville Revitalization	park & trail maintenance	Montour County Hotel Tax	404.60		58,629.30
debit card	5/18/2021			Clark's Ag Center (landscape fabric and pins)	Washingtonville Revitalization	park & trail maintenance	Montour County Hotel Tax	121.35		58,507.95
6655	5/21/2021			Susquehanna Fire Equipment Co. (Montour Preserve fire protection annual inspection)	Montour Preserve (maintenance/misc)	park & trail maintenance	Montour County Hotel Tax	154.50		58,353.45
6656	5/21/2021			Pace Analytical Services, LLC	Montour Preserve (water testing)	park & trail maintenance	Montour County Hotel Tax	120.00		58,233.45
deposit	5/22/2021			deposit	\$25 Hess Recreation Area users' fee; \$250 Montour Preserve security deposit; \$1,482.50 Montour Preserve pavilion reservation fees; \$385 Montour Preserve donations; \$1,000 Youth in Philanthropy grant (Chillisquaque Creek Access project)	\$25 contributions and user fees (Hess Field); \$250 security deposits (Montour Preserve); \$1,482.50 contributions and user fees (Montour Preserve); \$385 contributions and user fees (Montour Preserve); \$1,000 grants (other)			3,217.50	61,450.95
transfer	5/22/2021			transfer to savings account of Q4 2020 supplemental Montour County Hotel Tax funds deposited to checking account on 5/11			Montour County Hotel Tax	409.82		61,041.13
transfer	5/22/2021			transfer from savings account to reimburse (partial) Montour County Hotel Tax eligible expenses 4/15 - 5/16			Montour County Hotel Tax		20,378.44	81,419.57

MARC 2021 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
				2021 beginning balance			33,547.70
transfer	1/22/21	2/4/21	1/1 - 1/31/21	transfer to checking account to reimburse Montour County Hotel Tax eligible expenses incurred 1/1 - 1/22/21	12,789.52		20,758.18
transfer	1/29/21	2/4/21	1/1 - 1/31/21	transfer to checking account to reimburse Montour County Hotel Tax eligible expenses incurred 1/23 - 1/29/21	1,357.14		19,401.04
transfer	2/10/21	3/5/21	2/1 - 2/28/21	transfer to checking account to reimburse Montour County Hotel Tax eligible expenses incurred 2/1 - 2/10/21	4,013.73		15,387.31
deposit	2/12/21	3/5/21	2/1 - 2/28/21	deposit of Q4 2020 Montour County Hotel Tax grant		21,013.43	36,400.74
transfer	2/27/21	3/5/21	2/1 - 2/28/21	transfer to checking account to reimburse Montour County Hotel Tax eligible expenses incurred 2/13 - 2/27/21	6,195.23		30,205.51
transfer	3/31/21	4/5/21	4/1 - 4/30/21	transfer to checking account to reimburse Montour County Hotel Tax eligible expenses incurred 2/28 - 3/30/21	20,216.68		9,988.83
transfer	3/31/21	4/5/21	4/1 - 4/30/21	transfer of Q4 2020 supplemental Montour County Hotel Tax funds deposited to checking account on 3/30		749.28	10,738.11
interest	3/31/21	4/5/21	3/1 - 3/31/21	dividend interest earned 1/1 - 3/31/21		7.28	10,745.39
transfer	4/24/21	5/10/21	4/1 - 4/30/21	transfer to checking account to reimburse (partial) Montour County Hotel Tax eligible expenses incurred 4/1 - 4/24	10,721.02		24.37
deposit	5/22/21			deposit of Q1 2021 Montour County Hotel Tax grant		19,949.88	19,974.25
transfer	5/22/21			transfer of Q4 2020 supplemental Montour County Hotel Tax funds deposited to checking account on 5/11		409.82	20,384.07
transfer	5/22/21			transfer to checking account to reimburse (partial) Montour County Hotel Tax eligible expenses incurred 4/15 - 5/16	20,378.44		5.63

Robert T. Stoudt, MAR



CORPORATE OFFICE
1985 MONTAUR BLVD.
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DANVILLE, PA 17821-0159

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Statement Period: 04/01/2021-04/30/2021

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Summary of Accounts:

	Ending Balance	YTD Dividend	Member Number: 584727
Savings			
01 - REGULAR SAVINGS	24.37	7.28	
40 - CHECKING	79,237.81	15.16	
Total	79,262.18	22.44	

Authorized Signer(s): JOHN B BULGER DO, TYLER DOMBROSKI, CHRISTOPHER JOHNS, ROBERT T STOUDT

ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 1		Balance Forward			30,212.79
Mar 31	Apr 01	Withdrawal Home Banking Transfer To Share 40		-20,216.68	9,996.11
		Hotel Tax eligible expenses 2/28 - 3/30			
Mar 31	Apr 01	Deposit Home Banking Transfer From Share 40	749.28		10,745.39
		transfer of hotel tax funds			
Apr 24	Apr 25	Withdrawal Home Banking Transfer To Share 40		-10,721.02	24.37
		Hotel Tax eligible 4/1 - 4/24			
Apr 30		Ending Balance			24.37
		Total Deposits 749.28			
		Total Withdrawals 30,937.70			

ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 1		Balance Forward			68,125.13
Mar 31	Apr 01	Deposit Home Banking Transfer From Share 01	20,216.68		88,341.81
		Hotel Tax eligible expenses 2/28 - 3/30			
Mar 31	Apr 01	Withdrawal Home Banking Transfer To Share 01		-749.28	87,592.53
		transfer of hotel tax funds			
Apr 2		Withdrawal POS #946156		-55.19	87,537.34
		AMAZON.COM*ZJ9575FE3 SEATTLE WA			
Apr 2		Withdrawal POS #553527		-269.69	87,267.65
		AMAZON.COM*6P4QP2D93 SEATTLE WA			
Apr 2		Draft 6603		-32.45	87,235.20
Apr 2		Draft 6604		-41.56	87,193.64
Apr 2		Draft 6610		-44.46	87,149.18
Apr 2		Draft 6599		-271.44	86,877.74
Apr 2		Draft 6606		-549.19	86,328.55
Apr 2		Draft 6605		-833.30	85,495.25
Apr 2		Draft 6611		-2,200.00	83,295.25
Apr 5		Draft 6601		-11.32	83,283.93
Apr 5		Draft 6598		-312.72	82,971.21
Apr 5		Draft 6612		-466.98	82,504.23
Apr 6		Draft 6614		-362.53	82,141.70

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Member Number: 584727 Statement Period: 04/01/2021-04/30/2021

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ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 6		Draft 6608		-495.70	81,646.00
Apr 6		Draft 6607		-1,056.43	80,589.57
Apr 6		Draft 6609		-1,303.80	79,285.77
Apr 6	Apr 07	Withdrawal POS #264614 AMAZON.COM*DZ59K89V3 SEATTLE WA		-248.04	79,037.73
Apr 9		Withdrawal Debit Card 4/8 TURBOTVILLE GREAT VAL TURBOTVILLE PA		-50.60	78,987.13
Apr 12		Withdrawal Debit Card 4/11 PP*COLESHARDWADANVILLE DANVILLE PA		-105.95	78,881.18
Apr 12		Withdrawal Debit Card 4/11 VINYLDISORD 866-723-3726 CA		-122.40	78,758.78
Apr 12		Draft 6613		-281.50	78,477.28
Apr 14		Withdrawal Debit Card 4/13 BUREAU OF FORESTRY 717-783-3348 PA		-40.00	78,437.28
Apr 15		Withdrawal ACH COMMWLTHOFPA INT TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT		-423.57	78,013.71
Apr 15		Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		-3,381.94	74,631.77
Apr 17		Withdrawal Debit Card 4/16 ABL GRAPHICS BLOOMSBURG PA		-39.96	74,591.81
Apr 17		Withdrawal Debit Card 4/16 STAPLES 0634 BLOOMSBURG PA		-179.32	74,412.49
Apr 19		Deposit ACH BROADCAST MUSIC TYPE: PAY 041521 ID: 2130524209 CO: BROADCAST MUSIC	368.00		74,780.49
Apr 19		Deposit	1,885.84		76,666.33
Apr 20		Withdrawal Debit Card 4/19 PP*COLESHARDWADANVILLE DANVILLE PA		-178.99	76,487.34
Apr 21		Draft 6623		-2,383.11	74,104.23
Apr 22		Withdrawal POS #642431 WAL WAL-MART SUPER 140181 1794 WAL-SAMS BLOOMSBURG PA		-30.36	74,073.87
Apr 22		Draft 6622		-417.71	73,656.16
Apr 23		Withdrawal Debit Card 4/22 CLARKS AG CENTER TURBOTVILLE PA		-272.05	73,384.11
Apr 23		Withdrawal Debit Card 4/22 PP*COLESHARDWADANVILLE DANVILLE PA		-315.72	73,068.39
Apr 23		Draft 6616		-3,002.30	70,066.09
Apr 24		Recurring Withdrawal Debit Card SFFCU CHK CRD 4/23 ZOOM.US 888-799-9666 WWW.ZOOM.US CA		-15.89	70,050.20
Apr 24	Apr 25	Deposit Home Banking Transfer From Share 01 Hotel Tax eligible 4/1 - 4/24	10,721.02		80,771.22
Apr 26		Draft 6617		-190.00	80,581.22
Apr 26		Draft 6620		-466.98	80,114.24
Apr 27		Withdrawal Debit Card 4/26 MAILCHIMP *MONTHLY MAILCHIMP.COM GA		-22.25	80,091.99
Apr 27		Withdrawal Debit Card 4/26 USPS PO 41190008 410 MILL DANVILLE PA		-22.00	80,069.99

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Member Number: 584727
Statement Period: 04/01/2021-04/30/2021

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ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 28		Draft 6619		-104.94	79,965.05
Apr 29	Apr 30	Withdrawal POS #010041		-254.28	79,710.77
		AMAZON.COM*RB1903K43 SEATTLE WA			
Apr 30		Withdrawal ACH UNEMP COMP EFT		-292.88	79,417.89
		TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT			
Apr 29	Apr 30	Withdrawal POS #649550		-186.54	79,231.35
		AMAZON.COM*IH0AX7JA3 SEATTLE WA			
Apr 30		Deposit Dividend Dividend Post	6.46		79,237.81
		Annual Percentage Yield Earned 0.100% from 04/01/2021 through 04/30/2021			
Apr 30		Ending Balance			79,237.81
		Total Deposits 33,198.00			
		Total Withdrawals 22,085.32			

Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Apr 5	□ 6598	312.72	Apr 6	□ 6607	1,056.43	Apr 6	□ 6614	362.53
Apr 2	□ 6599	271.44	Apr 6	□ 6608	495.70	Apr 23	□ 6616*	3,002.30
Apr 5	□ 6601*	11.32	Apr 6	□ 6609	1,303.80	Apr 26	□ 6617	190.00
Apr 2	□ 6603*	32.45	Apr 2	□ 6610	44.46	Apr 28	□ 6619*	104.94
Apr 2	□ 6604	41.56	Apr 2	□ 6611	2,200.00	Apr 26	□ 6620	466.98
Apr 2	□ 6605	833.30	Apr 5	□ 6612	466.98	Apr 22	□ 6622*	417.71
Apr 2	□ 6606	549.19	Apr 12	□ 6613	281.50	Apr 21	□ 6623	2,383.11

* denotes skipped sequence

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

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MARC Account Reconciliation - Service 1st Accounts

UPDATED 4/30/2021

ending balance from 4/30/2021 bank statement	\$ 79,262.18
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 79,262.18
withdrawals not yet cleared (detailed below)	\$ 10,785.12
calculated balance (should agree with actual combined balance)	\$ 68,477.06
balance (savings account ID01)	\$ 24.37
balance (checking account ID40)	\$ 68,452.69
actual combined balance	\$ 68,477.06
difference	\$ -

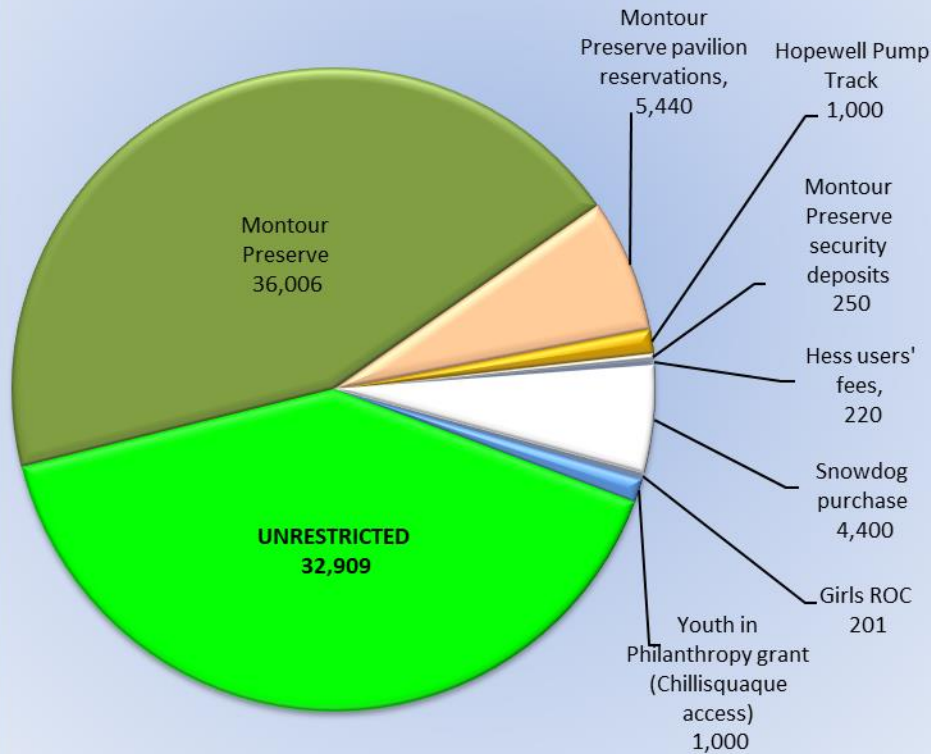
DEPOSITS NOT YET POSTED

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
TOTAL			\$ -

WITHDRAWALS NOT YET CLEARED

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
4/10/2021	auto pay	Johnson Controls (Montour Preserve security system quarterly monitoring fee)	223.96
4/15/2021	6618	Candy Fisher (Montour Preserve cleaning 1/1 - 3/30)	1,120.00
4/15/2021	6621	Jon Beam (payroll 3/28 - 4/10)	351.91
4/19/2021	6624	Verizon	112.38
4/27/2021	6625	Robert Stoudt (4/26 expense report)	3,830.78
4/27/2021	6626	Susan Shultz, CPA (quarterly accounting fee)	355.00
4/27/2021	6627	Dennis Piatt (payroll 4/11 - 4/24)	568.52
4/27/2021	6628	Jon Beam (payroll 4/11 - 4/24)	566.20
4/27/2021	6629	Lesley Yeich (payroll 4/11 - 4/24)	441.36
4/27/2021	6630	Robert Stoudt (payroll 4/11 - 4/24)	2,817.10
4/30/2021	auto pay	Danville Area Earned Income Tax Office (Q1 payroll taxes)	397.91
TOTAL			\$ 10,785.12

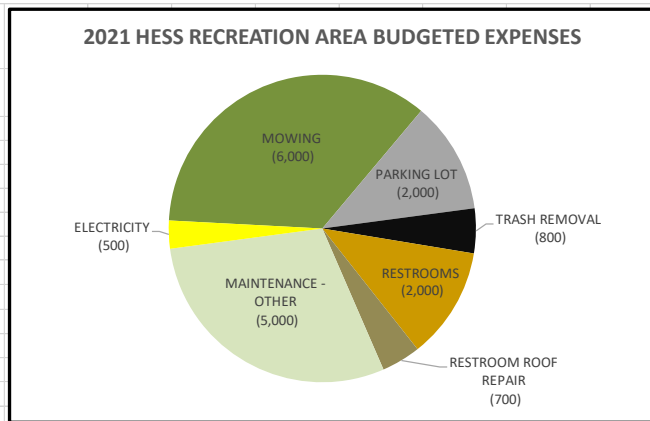
MARC FUNDS EARMARKS AS OF 5/22/2021
COMBINED ACCOUNT BALANCE: \$81,425.20



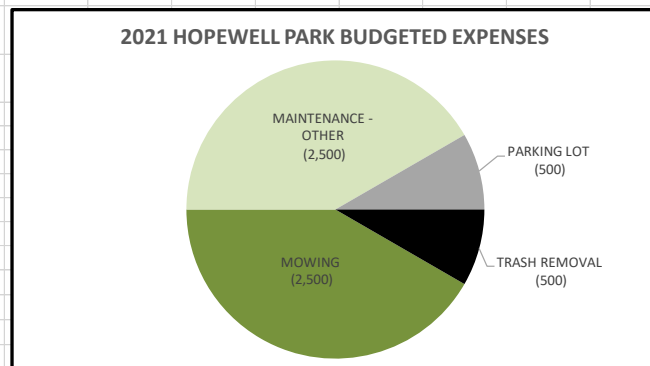
MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2021 BUDGETS

BUDGET ADOPTED 11/23/2020; YEAR-TO-DATE INFORMATION UPDATED 5/22/21

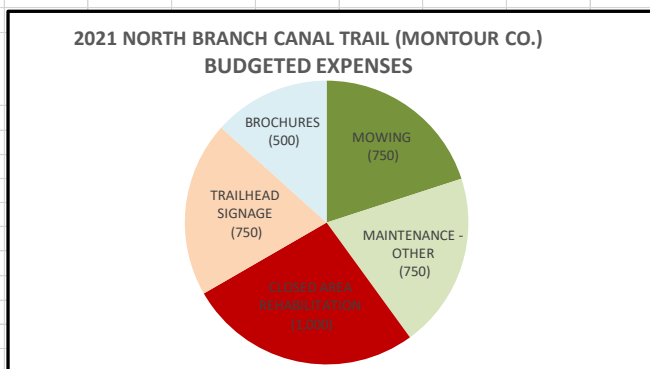
HESS RECREATION AREA 2021 BUDGET		
EXPENSE	YEAR-TO-DATE ACTUAL	BUDGET
MOWING	(786.00)	(6,000)
PARKING LOT	(2,200.00)	(2,000)
TRASH REMOVAL	(325.00)	(800)
RESTROOMS	(482.56)	(2,000)
RESTROOM ROOF REPAIR	-	(700)
MAINTENANCE - OTHER	(5,395.77)	(5,000)
ELECTRICITY	(230.04)	(500)
TOTAL	(9,419.38)	(17,000)



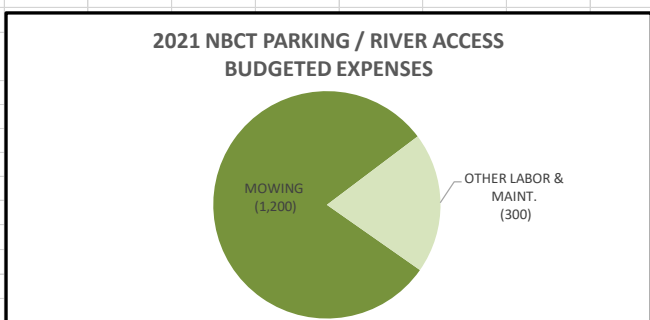
HOPEWELL PARK 2021 BUDGET		
EXPENSE	YEAR-TO-DATE ACTUAL	BUDGET
MOWING	(120.00)	(2,500)
MAINTENANCE - OTHER	(5,756.34)	(2,500)
PARKING LOT	-	(500)
TRASH REMOVAL	-	(500)
TOTAL	(5,876.34)	(6,000)




NORTH BRANCH CANAL TRAIL (MONTOUR) 2021 BUDGET		
EXPENSE	YEAR-TO-DATE ACTUAL	BUDGET
MOWING	-	(750)
MAINTENANCE - OTHER	(94.19)	(750)
CLOSED AREA REHABILITATION	-	(1,000)
TRAILHEAD SIGNAGE	-	(750)
BROCHURES	-	(500)
TOTAL	(94.19)	(3,750)



NBCT PARKING / RIVER ACCESS 2021 BUDGET		
EXPENSE	YEAR-TO-DATE ACTUAL	BUDGET
MOWING	(100.00)	(1,200)
OTHER LABOR & MAINT.	(6.73)	(300)
TOTAL	(106.73)	(1,500)



2021 MONTOUR PRESERVE INCOME		AMOUNT
Carryover starting balance from 2020	\$	-
2021 donations received direct to MARC checking	\$	1,581.82
2021 pavilion / auditorium reservations completed YTD	\$	1,305.00
donations granted from CSCF fund	\$	40,000.00
Montour County Hotel Tax expense reimbursements	\$	39,045.39
2021 YTD INCOME TOTAL	\$	81,932.21
MONTOUR PRESERVE INCOME (RESTRICTED)		AMOUNT
pavilion & auditorium reservations	\$	5,439.50
TOTAL RESTRICTED INCOME	\$	5,439.50
MARC 2021 MONTOUR PRESERVE LABOR SUMMARY		
EMPLOYEE	HOURS	AMOUNT
STOUDT	394.00	\$ (10,652.11)
BEAM	150.25	\$ (3,783.30)
PIATT	180.00	\$ (4,334.40)
YEICH	112.00	\$ (2,206.40)
TOTAL	836.25	\$ (20,976.20)
2021 MONTOUR PRESERVE ACCOUNTING SUMMARY		AMOUNT
Carryover starting balance from 2020	\$	-
donations received direct to MARC checking	\$	1,581.82
pavilion / auditorium reservations completed YTD	\$	1,305.00
donations granted from CSCF Montour Preserve Fund	\$	40,000.00
Montour County Hotel Tax reimbursements	\$	39,045.39
expenses incurred	\$	(24,950.41)
MARC labor year-to-date	\$	(20,976.20)
2021 YEAR-TO-DATE PROJECT BALANCE	\$	36,005.60

 MONTOUR PRESERVE 2021 BUDGET		
ADOPTED 11/23/20		
YEAR-TO-DATE ACTUAL AS OF 5/22/21		
EXPENSE	YEAR-TO-DATE ACTUAL	BUDGET
personnel	(20,976.20)	(49,000.00)
SITE MAINTENANCE & OPERATIONS	cleaning service	(1,120.00)
	HVAC system maintenance	(1,552.13)
	lawn care	(3,335.00)
	parking lot / road maintenance	-
	security system	(447.92)
	sewage pumping	-
	supplies / misc.	(9,311.97)
	water testing	(120.00)
	wildlife management	(1,074.03)
	picnic area restroom plumbing repair	-
	trail markers and signage	(185.06)
UTILITIES	electric	(6,155.27)
	internet service	(158.00)
	telephone	(559.20)
	trash service	(625.00)
	website hosting / email service	(306.83)
brochures and promotional materials	-	(2,000.00)
programming and educational supplies	-	(500.00)
EXPENSE TOTAL	\$ (45,926.61)	\$(123,000.00)



MARC 2021 BUDGET

ADOPTED 11/23/2020; YEAR-TO-DATE INFORMATION UPDATED AS OF 5/22/21

EXPENSE		YEAR-TO-DATE ACTUAL EXPENSES	BUDGETED EXPENSES	FUNDING SOURCES	YEAR-TO-DATE ACTUAL INCOME	BUDGETED INCOME	YEAR-TO-DATE LINE ITEM SURPLUS / (DEFICIT)	BUDGETED LINE ITEM SURPLUS / (DEFICIT)
PARK & TRAIL MAINTENANCE	Columbia County Projects (including North Branch Canal Trail)	(212.24)	(2,000.00)	Columbia County Hotel Tax Grant	-	2,000.00	(212.24)	-
	Hess Recreation Area	(9,419.38)	(17,000.00)	User Fees	557.50	1,000.00	(8,861.88)	(16,000.00)
	Hopewell Park / Danville Borough Farm Trails	(5,876.34)	(6,000.00)		-	-	(5,876.34)	(6,000.00)
	Montour Preserve	(45,926.61)	(123,000.00)	Pavilion / Auditorium Rental Fees	1,305.00	9,000.00	(3,039.79)	(65,000.00)
				Donations	1,581.82	9,000.00		
				Transfer From Central Susquehanna Community Foundation Fund	40,000.00	40,000.00		
	North Branch Canal Trail (Montour County)	(94.19)	(3,750.00)		-	-	(94.19)	(3,750.00)
	North Branch Canal Trail Parking / River Access	(106.73)	(1,500.00)		-	-	(106.73)	(1,500.00)
SPECIAL PROJECTS & EVENTS	Tools & Supplies	(525.66)	(2,500.00)		-	-	(525.66)	(2,500.00)
	All-Terrain Vehicle Purchase (*)	-	(13,000.00)	Grants (*)	-	13,000.00	-	-
	Bicycle / Pedestrian Safety Projects	(271.63)	(2,500.00)		-	-	(271.63)	(2,500.00)
	Bicycle Routes Mapping and Promotion	(13.69)	(1,000.00)		-	-	(13.69)	(1,000.00)
	Chilli Challenge Adventure Triathlon	-	(6,000.00)	Race Registration Fees [\$5,500] and Sponsorships [\$500]	-	6,000.00	-	-
	Danville Borough Play Set Installation	-	(2,000.00)		-	-	-	(2,000.00)
	Girls ROC Camp (*)	-	(1,000.00)	Grants, Donations, and Participant Fees (*)	200.71	1,000.00	200.71	-
	Hopewell Park Pump Track Design and Planning	(40.00)	(2,500.00)		1,000.00	-	960.00	(2,500.00)
	Regional Mountain Biking Promotion	(1,353.00)	(2,000.00)		-	-	(1,353.00)	(2,000.00)
	Riverside Borough Parks Revitalization	-	(2,000.00)		-	-	-	(2,000.00)
	Snowdog Trail Groomer Purchase (*)	-	-	Grants and Donations	4,400.00	-	-	-
	Special Projects and Events - Other	(1,751.54)	(1,500.00)		-	-	(1,751.54)	(1,500.00)
	Tourism Promotion Special Projects - Other	(969.11)	(1,500.00)		-	-	(969.11)	(1,500.00)
	Washingtonville Revitalization Projects	(1,940.97)	(4,000.00)	Donations (\$436.75) and grants (Youth in Philanthropy Chillisquaque access)	1,436.75	2,000.00	(504.22)	(2,000.00)
	Wellness Special Projects	(41.06)	(1,000.00)		-	-	(41.06)	(1,000.00)
ADMIN / INSURANCE	Accounting	(740.00)	(1,500.00)		-	-	(740.00)	(1,500.00)
	Administration / Misc. Other (Includes Stoudt Admin. Labor)	(11,945.74)	(17,000.00)		-	-	(11,945.74)	(17,000.00)
	Audit	(4,550.00)	(3,000.00)		-	-	(4,550.00)	(3,000.00)
	Dues & Licensing Fees	(1,172.56)	(2,500.00)		-	-	(1,172.56)	(2,500.00)
	Fundraising	(943.40)	(1,000.00)		-	-	(943.40)	(1,000.00)
	Insurance (D&O, General, & Workers' Comp)	-	(13,000.00)		-	-	-	(13,000.00)
	Office Supplies	(832.01)	(1,500.00)		-	-	(832.01)	(1,500.00)
OTHER	Public Notices	(538.90)	(500.00)		-	-	(538.90)	(500.00)
				2020 Year-End Carryover Unrestricted Balance	6,859.38	10,000.00	6,859.38	10,000.00
				Geisinger Contribution (unrestricted)	25,000.00	25,000.00	25,000.00	25,000.00
				Montour County Hotel Tax 2020 Carryover Balance	33,542.07	20,000.00	33,542.07	20,000.00
				Montour County Hotel Tax 2021 Grants	42,129.69	90,000.00	42,129.69	90,000.00
				Other Income	3,418.50	500.00	3,418.50	500.00
TOTAL EXPENSES		(89,264.73)	(235,750.00)	TOTAL INCOME	161,431.42	238,500.00	67,766.69	2,750.00

NOTE: Budget line items marked with (*) will occur only if grants and/or donations can be secured to fully fund the projects.

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.

6:47 PM

05/20/21

Cash Basis

Montour Area Recreation Commission
Statement of Financial Position
 As of April 30, 2021

	<u>Apr 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Service 1st - Savings	24.37
Service 1st FCU	68,452.69
Total Checking/Savings	<u>68,477.06</u>
Total Current Assets	<u>68,477.06</u>
TOTAL ASSETS	<u>68,477.06</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Hess Field User Fees	147.50
Preserve Reservations	3,202.50
Total Advance Payments Received	<u>3,350.00</u>
Payroll Liabilities	2,833.58
Security Deposits Held	
Hess Field Security Deposit	250.00
Total Security Deposits Held	<u>250.00</u>
Total Other Current Liabilities	<u>6,433.58</u>
Total Current Liabilities	<u>6,433.58</u>
Total Liabilities	<u>6,433.58</u>
Equity	
Retained Earnings	39,122.41
Net Income	22,921.07
Total Equity	<u>62,043.48</u>
TOTAL LIABILITIES & EQUITY	<u>68,477.06</u>

No Assurance Provided

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05/20/21



Cash Basis

**Montour Area Recreation Commission
Statement of Financial Activities
April 2021**

	Apr 21	Jan - Apr 21
Ordinary Income/Expense		
Income		
Donations Received		
CSCF Preserve Donations	0.00	40,000.00
Montour Preserve Donations	125.00	658.82
Donations Received - Other	0.00	26,686.75
Total Donations Received	125.00	67,345.57
Field User Fees	0.00	325.00
Grants		
Montour County Hotel Tax Grant	0.00	21,762.71
Total Grants	0.00	21,762.71
Miscellaneous Income	525.84	3,403.34
Montour Preserve Income	220.00	220.00
Total Income	870.84	93,056.62
Gross Profit	870.84	93,056.62
Expense		
Administrative/Overhead		
Dues & Subscriptions	-352.11	1,172.56
Fundraising Expenses	122.40	943.40
Legal Notices	0.00	538.90
Miscellaneous	63.60	629.40
Office Expense	201.32	832.01
Payroll Expenses	10,867.69	36,852.41
Professional Fees	355.00	3,040.00
Total Administrative/Overhead	11,257.90	44,008.68
Park & Trail Maintenance		
General -Tools & Supplies	421.25	521.32
Hess Recreation Area	138.47	3,987.02
Hopewell Park	108.86	2,370.94
Montour Preserve	9,310.76	18,491.14
Total Park & Trail Maintenance	9,979.34	25,370.42
Projects		
Hopewell Bike Jumps	40.00	40.00
Washingtonvl Revitalization Exp	323.00	323.00
Total Projects	363.00	363.00
Special Events		
Other Events	248.04	415.89
RTRS	0.00	0.00
Total Special Events	248.04	415.89
Total Expense	21,848.28	70,157.99
Net Ordinary Income	-20,977.44	22,898.63
Other Income/Expense		
Other Income		
Interest Income	6.46	22.44
Total Other Income	6.46	22.44
Net Other Income	6.46	22.44
Net Income	<u>-20,970.98</u>	<u>22,921.07</u>

No Assurance Provided

Page 1

COMMUNITY GIVING FOUNDATION (CGF) FUND BALANCES AS OF 5/22/21	
FUND	BALANCE
MARC Non-Endowed Fund	\$ 9,089.46
MARC Endowed Fund	\$ 4,219.48
Hopewell Park Pump Track Fund	\$ 24,263.63
Washingtonville Revitalization Fund	\$ 1,754.46
Montour Preserve Fund	\$ 74,250.43
TOTAL	\$ 113,577.46
NOTES AND DISCLAIMERS REGARDING CGF FUNDS	
<p><i>MARC is the designated beneficiary of five funds at the Community Giving Foundation (CGF). The CGF has been granted variance power to redirect these funds at their discretion and accordingly, these funds are not deemed to be an asset of MARC and are not reported in MARC's financial statements.</i></p>	
<p><i>All contributions are administered through the Community Giving Foundation, a 501(c)(3) organization, and are tax-deductible to the extent provided by law. IRS regulations require us to state that no goods or services were provided in consideration for gifts and the Community Giving Foundation has exclusive legal control over the contributed assets. The official registration and financial information of the Community Giving Foundation may be obtained from the PA Dept. of State by calling toll free, within PA, 1-800-732-0999. Registration does not imply endorsement.</i></p>	
	
I do hereby attest this to be an accurate and complete accounting of MARC-affiliated funds at the Community Giving Foundation.	
	5/22/2021
Robert Stoudt, MARC Director	Date

MONTOUR PRESERVE CONCESSIONAIRE'S REPORT

REPORT UNAVAILABLE

ASSISTANT DIRECTOR / NATURALIST'S REPORT

In the past month the assistant director has continued teaching the Pa Master Naturalist course, has offered educational programs to two visiting, assisted with Nature Day at G.C. Hartman Elementary school and started developing an interpretive booklet for the Chilisuagi Trail with the assistance of a PA Master Naturalist volunteer. He also assisted in moving the boat dock and fishing pier to the summer locations.

Jon Beam

5/19/21

SENIOR MAINTENANCE TECHNICIAN'S REPORT

installed fishing pier and boat ramp

turned on water systems at Heron and Goose Coves

cleaned out rain gutter on VC / EEC that was plugged

removed downed tree and cleaned out swales on the Chilisaugi trail

filled water tank for use at the Butterfly wall

worked with the St.Joe's kids doing brush clean up work

worked at Montour Delong park making picnic table area and installing charcoal grill

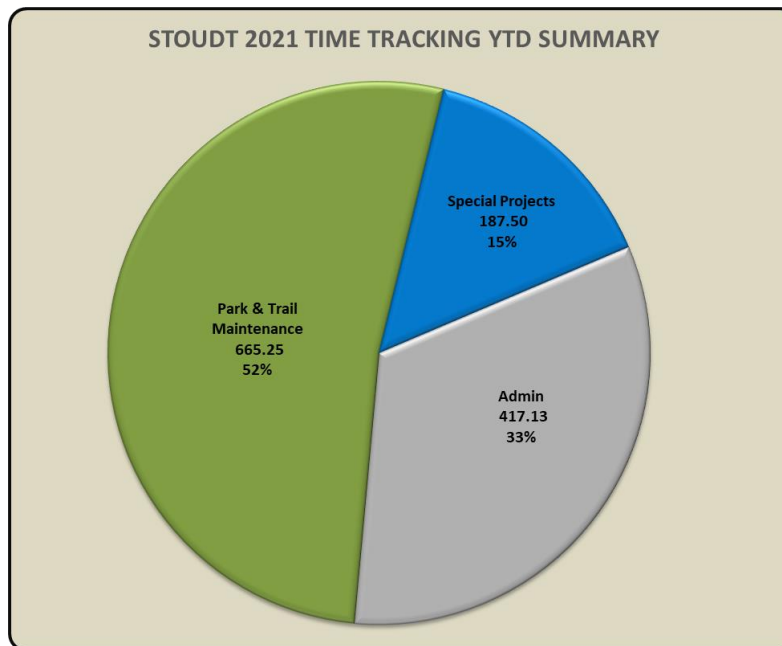
SPTMT

Dennis Piatt

5/22/21

DIRECTOR'S REPORT

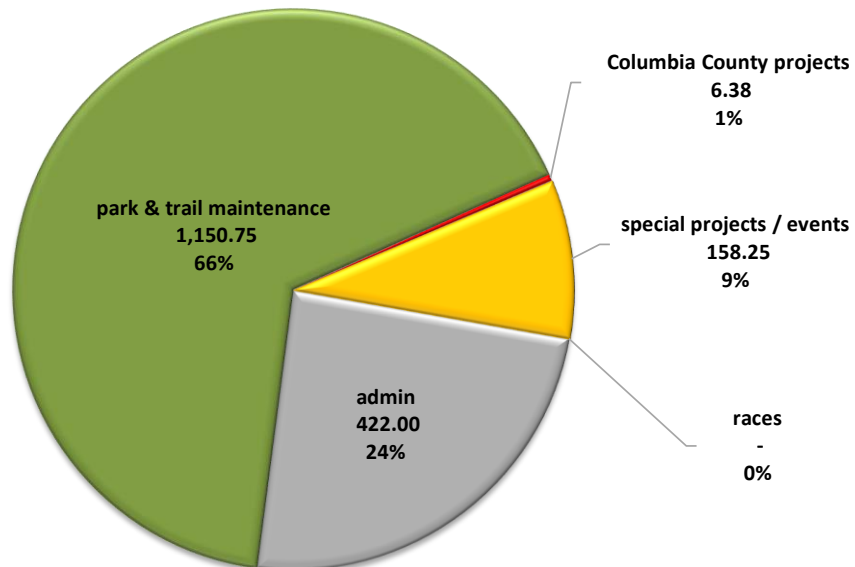
	STOUDT	PROJECT YTD TOTAL HOURS								MAY																					
			25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	
admin	MARC admin	378.25	7.00	6.25	3.50	0.50		3.00	0.75	0.75	2.00	3.50	4.50	0.50	1.25	0.75	1.00	3.50	1.00	2.50	2.00	0.50	0.50	3.00	1.25	0.75	1.50	0.50	1.50	6.00	
PARK & TRAIL MAINTENANCE	Hess Recreation Area	124.25		0.50	1.25		0.25	2.50	0.25	2.25	0.75	1.00	0.25	0.25	1.00	0.50	0.25	0.50	1.50	0.75	2.50	8.50		0.75	1.50	0.25	0.25	0.25	0.25	0.50	
	Hopewell Park / Danville Farm Trails	110.25		0.25	1.00		0.25					0.25														1.50					
	Montour Preserve admin / maintenance	364.25		2.50	5.00	7.25	6.50	5.00	4.75	1.25	5.50	3.00	2.50	6.50	6.50	1.00	1.00	6.50	5.75	7.75	3.50	1.75	0.50	4.50	8.50	7.50	5.00	0.75	4.50	6.50	
	Montour Preserve programming	0.25																													
	North Branch Canal Trail (Montour Co.)	3.50											0.25																		
	River Drive trailhead / river access	0.25											0.25																		
SPECIAL PROJECTS & EVENTS	bicycle routes mapping & promotion	0.50																													
	bike / pedestrian safety special projects	9.75																								1.00					
	Chilli Challenge																														
	Columbia County projects	6.25										0.50																			
	Danville Borough play set installation																														
	mountain biking special projects	44.00			0.75		0.25				1.00	1.50	2.00																		
	Riverside Borough parks revitalization																														
	special projects / events - other	36.25				1.00																				2.50					
	tourism promotion special projects	29.75									0.75			0.50																	
	Washingtonville revitalization projects	37.75					0.75											0.25					1.50		1.25	1.75	12.50				
	wellness special projects	1.50																													
	DAILY TOTALS	1146.75	7.00	9.50	11.50	8.75	7.00	11.50	5.75	4.25	10.00	10.25	9.25	7.75	8.75	2.25	2.25	10.75	8.25	11.00	8.00	10.75	1.00	9.75	11.25	12.25	11.00	14.00	6.25	13.00	
	WEEKLY PAYROLL TOTAL		61.00							52.50							52.00							77.50							
	BIWEEKLY PAYROLL TOTAL		113.50											129.50																	
	PAYROLL PERIOD		10											11																	



DIRECTOR'S REPORT (continued)

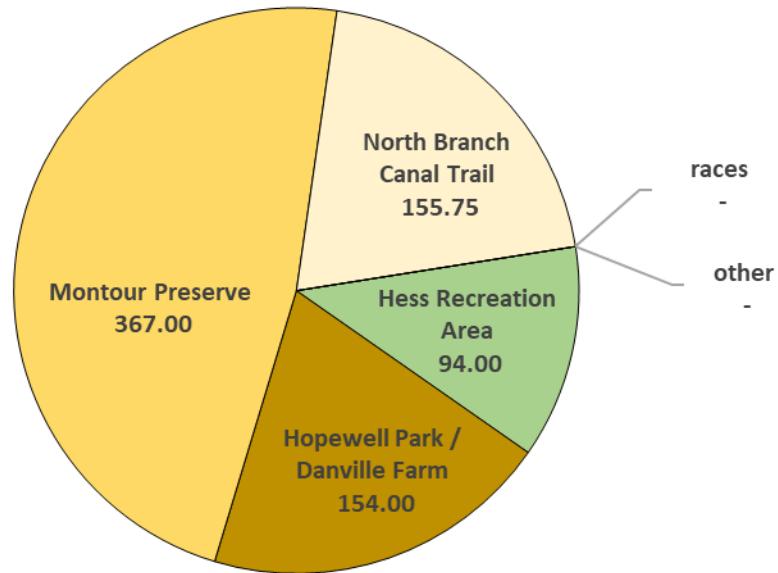
MARC STAFF 2021 YEAR-TO-DATE COMBINED TIME ACCOUNTING					
Stoudt as of 5/22/21; Beam, Piatt, and Yeich as of 5/8/21					
TASK	STOUDT	BEAM	PIATT	YEICH	PROJECT TOTAL HOURS
MARC admin	422.00	-	-	-	422.00
Hess Recreation Area	140.25	-	30.50	-	170.75
Hopewell Park / Danville Farm Trails	126.38	-	-	-	126.38
Montour Preserve admin / maintenance	407.38	38.50	180.00	112.00	737.88
Montour Preserve programming	0.25	111.75	-	-	112.00
North Branch Canal Trail (Montour Co.)	3.50	-	-	-	3.50
River Drive trailhead / river access	0.25	-	-	-	0.25
bicycle routes mapping & promotion	0.50	-	-	-	0.50
bike / pedestrian safety special projects	10.00	-	-	-	10.00
Chilli Challenge	-	-	-	-	-
Columbia County projects	6.38	-	-	-	6.38
Danville Borough play set installation	-	-	-	-	-
mountain biking special projects	50.13	-	-	-	50.13
Riverside Borough parks revitalization	-	-	-	-	-
special projects / events - other	44.50	2.00	2.00	2.00	50.50
tourism promotion special projects	36.00	-	-	-	-
Washingtonville revitalization projects	45.63	-	-	-	45.63
wellness special projects	1.50	-	-	-	1.50
TOTALS	1,294.63	152.25	212.50	114.00	1,737.38

MARC STAFF TIME TRACKING 2021 YEAR-TO-DATE SUMMARY



DIRECTOR'S REPORT (continued)

2021 VOLUNTEER HOURS YEAR-TO-DATE
770.75 HOURS VALUED AT \$20,964 (\$27.20/hr)



DIRECTOR'S REPORT (continued)

GRANTS

- **Montour County Hotel Tax**

- MARC on 5/11/21 received and deposited a supplemental payment of Q4 2020 Montour County Hotel Tax funds in the amount of \$409.82
- MARC on 5/22/21 deposited a payment of Q1 2021 Montour County Hotel Tax funds in the amount of \$19,949.88
- An internal fund transfers of Hotel Tax funds was made on 5/22/21 (\$20,378.44) as documented on page 5 of this agenda packet
- As of 5/23/21, no Hotel Tax funds remain earmarked in MARC's accounts
- The next grant installment for Q2 2021 is anticipated mid-August

- **DCNR 2020 Non-Motorized Trails Grant - Danville Borough Levee North Branch Canal Trail Construction (administered by Danville Borough)**

- Stoudt on 4/9/21 met (online) with representatives of Danville Borough, PennDOT, DCNR, and LIVIC Civil to begin preparations for next steps
- Danville Borough staff continue working to identify final trail alignments and secure final agreements for affected properties
- Project construction is not anticipated until 2022 at the earliest
- project mapping available at <https://www.google.com/maps/d/edit?mid=17se2PMghOEBzg70bdSTOg3HPCTTO9drE&usp=sharing>

- **DCNR 2021 Park Rehabilitation and Development Grant**

- Stoudt on 4/14/21 submitted to DCNR an application for \$125,000 in grant funding to rehabilitate Hopewell Park in Mahoning Township, Montour County, by expanding and improving parking, improving site drainage, creating bicycle skills features, reconstructing the existing earthen beginner-level pump track and jumps area, creating a new asphalt-paved pump track, and adding new universally-accessible parking and access features
- If approved, MARC will be required to provide \$125,000 in matching funds
 - As of 5/23/21, MARC has so far secured \$148,820.95 in donations and pledges from 52 donors, including a \$50,000 pledge from the Columbia-Montour Visitors Bureau
 - Stoudt is preparing to launch a public fundraising campaign in the next few weeks
 - MARC thanks Lauren Stoudt for designing donor acknowledgment stickers
- A grant decision is expected in mid-November 2021
- Project fundraising presentation available at <https://drive.google.com/file/d/1b1DRhttSDZ3OfL0aYTal1uFPhW1XYNO7x/view?usp=sharing>

- **Community Giving Foundation Danville Youth in Philanthropy**

- MARC on 5/22/21 received and deposited \$1,000 in grant funding for the Chillisquaque Creek Access Project to fund the construction of Chillisquaque Creek access locations, perform stream cleanup events, and purchase signage, brochures, and other promotional materials for the project
- MARC will provide matching funds for the grant
- Work must be completed, and close-out reports submitted before 12/31/21

DIRECTOR'S REPORT (continued)

MANAGED SITES

- **Hopewell Park / Danville Borough Farm**

- The new Hopewell Park Pump Track Fund at the Community Giving Foundation has so far received a total of \$24,263.63 in donations from 20 donors
https://csgiving.fcsuite.com/erp/donate/create?funit_id=2254
 - As of 5/23/21, MARC has so far secured \$148,820.95 in donations and pledges from 52 donors, including a \$50,000 pledge from the Columbia-Montour Visitors Bureau
- MARC staff will create a concrete pad to properly secure the new bike rack recently constructed and donated by Kris Huber and Nick Craven
- Stoudt continues working with Kevin Bowie, Dr. Matt McElroy, Dave Decoteau, and others to evaluate and improve the trail signage system
 - Eagle Scout candidate Griffon Young has begun sign post installation
 - posts and signage are being provided by MARC
- The final Saturday trail closure for the spring gobbler (turkey) season will be Saturday, May 29

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

- No concerns noted since last meeting

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

- Stoudt and Yeich on 5/20/21 removed from the site two picnic tables to be relocated to DeLong Park in Washingtonville
- Land Steward Wayne Kashner has observed and reported cutting of trees and other encroachments by an adjacent property manager
 - Stoudt is unable to locate property corner pins installed at the site after a 2012 site survey
 - Stoudt will contact surveying firms to determine the cost of relocating and marking the property corners
 - Stoudt will work to identify the responsible party and prevent future encroachments

- **North Branch Canal Trail**

- Land Steward Wayne Kashner continues improving problem areas along the trail in Montour Township, Columbia County
- Land Steward Jennifer Hunsinger continues litter cleanup efforts along the trail
- Stoudt, Wayne Kashner, and Tyler Servose from the Montour County Conservation District met on 3/16/21 to consider options to improve the ford crossing at trail mile 2.72 (no change since last meeting)
 - It is recommended that MARC rebuild the crossing with R6 rock and a log cross-vane to provide better long-term stability for the crossing
 - Stoudt will investigate costs and will schedule the work when funding and staff availability allow
- Stoudt will contact the Columbia County Conservation District to determine permitting requirements to install a new culvert at trail mile 5.4 (culvert was permitted under NPDES permit, but not installed) (no change since last meeting)
- Montour County Commissioners acted on 11/17/20 to resume legal action against the owners of the Bear Hunters' Grove Campground, located at the Montour County / Columbia County line, to compel removal of ongoing encroachments on the North Branch Canal Trail
 - Stoudt has posted trail closures on either side of the campground, to remain in effect until the legal dispute is resolved and the encroachments are removed
 - As of 5/23/21, Stoudt does not believe legal notice has been served against the campground owners

DIRECTOR'S REPORT (continued)

- **MANAGED SITES (continued)**

- **North Branch Canal Trail (continued)**

- The Columbia County Commissioners on 3/18/21 acted on the quitclaim deed for the portion of the North Branch Canal Trail in Columbia County to accept ownership from the SEDA-COG Joint Rail Authority
 - MARC believes the document will now go back to the SEDA-COG Joint Rail Authority for final signatures and recording

- **Hess Recreation Area**

- Stoudt has met with representatives of Brinkash & Associates, Kleinfelder, and LIVIC Civil to inspect the section of the Hess Loop Trail – J. Manley Robbins Trail Segment between mile markers 1.3 - 1.5 which has been partially collapsing
 - Engineering proposals were not received in time for this meeting
- Stoudt on 5/14/21 installed safety fencing and created a temporary work-around for the most recent area of partial collapse and continues to monitor the location on a regular basis



- Stoudt on 5/14/21 filled many of the potholes along the park access road, but ran out of materials
 - Stoudt will plan to purchase a load of stone to complete the pothole repairs and make trail surface repairs along the Hess Loop Trail
- Stoudt has been in contact with Danville Borough Street Superintendent Bruce Earlston regarding the possible donation of numerous loads of road millings for the parking lot (no change since last meeting)
 - Millings will become available when street work begins in Danville Borough and Mahoning Township
 - Stoudt and Earlston both anticipate heavy dump truck traffic will potentially cause damage to the park access road, but Stoudt hopes to repave the road next year if funding allows and believes the time is right to take advantage of this long-anticipated opportunity
 - Stoudt and Earlston will try to time the delivery of the loads when the road is dry and stable, but the timing will be dictated primarily by the paving contractor's schedule
- One road culvert pipe remains significantly blocked from recent storm erosion; Stoudt has reached out to Danville area contacts for assistance (no change since last meeting)
- Stoudt continues design work for the new J. Manley Robbins Trail interpretive sign for installation at the Beaver Place Trailhead (no progress since last meeting)
- MARC has purchased and installed hand sanitizer dispensers in the park restrooms

DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

• Montour Preserve

- Internet service at the site has been working reliably since 5/10/21 and Stoudt is now confident enough in the service reliability to resume in-person meetings at the site
 - Billing by Sky Packet Networks has been resumed as of 5/10/21
- Stoudt continues meeting with plumbing contractors to secure estimates for the replacement of plumbing in the Heron Cove and Goose Cove restrooms
 - Stoudt hopes to complete the work in June if an acceptable price can be secured (not to exceed \$2,500 per 3/22/21 MARC Board authorization)
- New signage installation is now complete
- MARC staff worked with staff of the Riverside Adventure Company to prepare a location near the Heron Cove boat launch / Heron Cove A pavilion for watercraft concession operations
 - Operations began on May 1
 - A report by the Riverside Adventure Company was not available in time for this meeting
- MARC staff installed the fishing pier and boat dock on 4/28/21
 - Lake Chillisquaque reopened to boating on 5/1/21
- MARC staff set up the Goose Cove and Heron Cove picnic area water systems on 4/29/21
 - Start-up water testing has been completed and water was made available for public consumption on 5/22/21
- MARC has purchased and installed hand sanitizer dispensers in all restrooms
- MARC has purchased six new charcoal grills to be installed at pavilions to replace worn-out units
- MARC is working with Eagle Scout candidate Sam Roup to install new fish habitat structures in Lake Chillisquaque, subject to approval by Talen Energy Supply, the PA Fish & Boat Commission, and PA DEP
 - MARC must apply for and receive a DEP GP-1 (Fish Habitat Enhancement Structures) permit before installation may proceed
- MARC anticipates working with Eagle Scout candidate Chris Heckman to refurbish and reinstall the fossil pit interpretive sign
- MARC thanks the volunteers of GTI, St. Joseph Catholic School, and Scout BSA Troop 605 for recent volunteer work days at the Preserve



DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS

- **Bicycle / Pedestrian Safety Projects**
 - Stoudt attended (online) the 5/19/21 meeting of the Middle Susquehanna Active Transportation Committee
- **Bicycle Routes Mapping and Promotion (no change since last meeting)**
 - Stoudt on 2/25/21 met (online) with Andrew Miller, Executive Director – Susquehanna River Valley Visitors Bureau, to discuss options for bicycling route mapping and online distribution
 - Stoudt and Miller are considering the use of RideWithGPS (www.RideWithGPS.com) for online mapping of routes
 - This software will allow creation of routes by regional recreation and tourism promotion organization, as well as by individuals
 - Stoudt anticipates also creating and distributing hard copy brochures of routes within MARC's service area, including those created by the Washingtonville Revitalization Committee
 - Stoudt will update mapping for other known routes, including the Chilli Challenge, 75 Miles of MonTour, and others, for publication and promotion
 - Stoudt anticipates creating a page on MARC's website for content distribution and linking to the pages of the Susquehanna River Valley Visitors Bureau and Columbia Montour Visitors Bureau
- **Chilli Challenge Adventure Triathlon (no change since last meeting)**
 - Stoudt will begin permitting for the planned 10/2/21 event date
 - Stoudt hopes to co-promote the event with the planned 10/10/21 unPAved of the Susquehanna River Valley event (<https://www.unpavedpennsylvania.com/>)
 - Because MARC's bike racks were stolen from the pig barn in 2018, MARC will need to purchase new materials to create bike racks
- **Danville Borough Play Set Installation (no updates since last meeting)**
 - St. Joseph Catholic School in Danville has donated to MARC the play set formerly in place at the school's playground
 - MARC staff and volunteers, with major support from the Danville Borough Street Department, on 10/30/20 disassembled the play set and moved it to the pig barn for storage
 - MARC staff will repair and possibly repaint play set materials in coming weeks in preparation for reassembly
 - It is anticipated the play set will be reconstructed at the F.Q. Hartman Recreation Area this summer

DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS (continued)

- **Girls ROC Camp (no change since last meeting)**
 - \$200.71 remains earmarked in MARC's checking account for the 2021 camps
 - 2021 camp dates will be:
 - Girls ROC Level 1 – 6/7, 6/9, 6/14, and 6/16/21 at the Hess Recreation Area
 - Girls ROC Level 2 – 6/21 and 6/23/21 at Hopewell Park
 - Ladies ROC – 7/10/21 at the Hess Recreation Area and Hopewell Park
 - Other dates to be announced (<https://www.facebook.com/girlsrocmth>)
 - Stoudt will remain in contact with event organizers to help administer the event as needed
- **Regional Mountain Biking Promotion**
 - MARC's MBAG Committee met on 5/5/21
 - Stoudt continues to consult with representatives of the Columbia-Montour Visitors Bureau, the Susquehanna River Valley Visitors Bureau, and other regional partners to identify branding and promotional potential for regional mountain biking assets
 - The next meeting of the Dirty Grin Mountain Bike Festival organizers is scheduled for 6/1/21
- **Riverside Borough Parks Revitalization (no updates since last meeting)**
 - The replacement sign for the river access will be installed when conditions and staffing allow
 - Stoudt will contact Riverside Borough representatives to discuss opportunities for MARC to assist with revitalizing the Borough's parks and outdoor recreation areas
- **Special Projects and Events – Other**
 - No updates since last meeting
- **Tourism Promotion Special Projects – Other**
 - The new Columbia and Montour Counties Outdoor Recreation Guide brochures are now available and have been distributed throughout the CMVB's service region
 - Stoudt and CMVB staff continue to enhance the new outdoor recreation online mapping content at <https://itourcolumbiamontour.com/outdoorrecmap/>
 - Stoudt continues to participate in the Danville Heritage Festival Committee to consider options for a 2021 event, now scheduled for 9/4/21 in conjunction with the Danville Business Alliance Fall Arts & Crafts Festival
 - No new updates are available regarding the ongoing navigable waters dispute along Fishing Creek in Columbia County
- **Wellness Special Projects**
 - No updates since last meeting

DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS (continued)

- **Washingtonville Revitalization Projects**

- Stoudt continues to coordinate with the Washingtonville Revitalization Committee to focus on projects of interest to the group and Washingtonville Borough
- Mayor Tyler Dombroski continues 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 an upcoming meeting
- Stoudt continues to work with Washingtonville Revitalization Committee members to identify, map, and promote bicycling routes in the Washingtonville area
- Stoudt, Piatt, Yeich, and Land Steward Gary Griffith on 5/20/21 created a new 50' x 15' gravel sitting area with access path and installed a new charcoal grill, hot ash basin, and trash can in DeLong Park
- Two picnic tables, relocated from the North Branch Canal Trail parking area / river access, were also installed



DIRECTOR'S REPORT (continued)

OTHER UPDATES

- MARC has received a total of \$5,000 in donations in support of the proposed Snowdog trail grooming vehicle and accessory purchase (www.Snowdog.com)
 - Stoudt will seek permission at this meeting to move forward with the purchase

Snowdog Standard B13MER

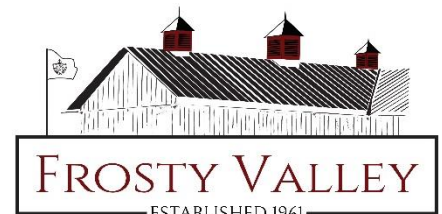


Ski trail groomer



Singletrack groomer

- Stoudt thanks TS Scott and Cameron Smith (Stetler Insurance) for their significant efforts to raise the funds needed for the purchase
- Project donors include:



TS and Karen Scott

ANIMAL CARE
CENTER

DIRECTOR'S REPORT (continued)

UPCOMING MEETINGS AND SPECIAL EVENTS (MARC events in bold)

- 6/18 – 6/20/21 Dirty Grin Mountain Bike Festival
- **6/28/21** **MARC meeting**
- 9/4/21 Danville Heritage Festival / Danville Business Alliance Fall Arts & Crafts Festival
- 8/29/21 Freewheeling @ Forks Farm
- 9/11/21 Forks Farm Fondo
- **10/2/21** **Chilli Challenge**
- 10/10/21 unPAved of the Susquehanna River Valley