



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

August 10, 2015 Regular Meeting Agenda

7:00pm Danville Borough building - 239 Mill St, Danville, PA 17821

Call to Order

Officer Reports

- President / Treasurer Reports (Mike Mills)
 - Appointment of Montour County representative Heather Good
 - Appointment of Riverside Borough representative Bill Lavage
- Secretary's Report (Tyler Dombroski)

Partner Reports

- Washingtonville Borough (Frank Dombroski / Tyler Dombroski)
- Danville Borough (Bill Hause / Will Carswell)
- Riverside Borough (Mike Smith / Bill Lavage)
- Montour County (Commissioner Jerry Ward)
- Danville Area School District (Chris Johns/Jamie Hosterman)

Public Comment

Assistant Director's Report (Jon Beam) (page 10)

Director's Report (Bob Stoudt) (pages 11 - 17)

- Approval of Director's expense report

Old Business

New Business

- Montour Twp. (Columbia Co.) License Agreement (**pages 18 –19**)
- potential cancellation of Chilli Challenge
- 2016 River Towns Race Series event dates
- October 1 North Branch Canal Trail partial grand opening

Other Items

- Danville Heritage Festival overview
- Danville Business Alliance Wine in the Pines festival overview; DBA donation to MARC
- Kids' Marathon overview

Adjournment

next meeting: September 14, 2015

MARC 2015 Checking Register (Service 1st Account)

| Number or Code | Transaction Date | Date Sent to Accounting | Recorded on Bank Statement | Description of Transaction | Credited / Debited to Subaccount | Grant to Credit or Debit (if Applicable) | Debit (-) | Credit (+) | Account Balance |
|-------------------|------------------|-------------------------|----------------------------|---|---|--|-----------|------------|-----------------|
| AP | 6/15/15 | 8/4/15 | 6/1 - 6/30/15 | US Treasury (monthly taxes) | payroll taxes | | 1,672.06 | | 48,960.26 |
| 4956 | 6/13/15 | 8/4/15 | 6/1 - 6/30/15 | Jon Beam (expense reimbursement) | Hess Field maintenance | | 119.41 | | 48,840.85 |
| 4957 | 6/13/15 | 8/4/15 | 6/1 - 6/30/15 | Starr Portables (PPL EBRA and Memorial Day parade porta-potties) | \$85 misc. expense; \$480 PPL EBRA maintenance | | 565.00 | | 48,275.85 |
| 4958 | 6/13/15 | 8/4/15 | 6/1 - 6/30/15 | Ted Heaps Container Service (PPL EBRA) | PPL East Branch Rec Area maintenance | | 25.00 | | 48,250.85 |
| 4959 | 6/13/15 | 8/4/15 | 6/1 - 6/30/15 | Big Pop's Mowing | \$612 Hess Field maintenance; \$435 PPL EBRA maintenance; \$165 River Road parcel maintenance; \$156 Hopewell Park maintenance; \$45 North Branch Canal Trail maintenance | | 1,413.00 | | 46,837.85 |
| 4960 | 6/13/15 | 8/4/15 | 6/1 - 6/30/15 | PARunners (Robbins Run timing) | Robbins Run (timing) | | 600.00 | | 46,237.85 |
| 4961 | 6/13/15 | 8/4/15 | 6/1 - 6/30/15 | Ozark & Shultz Accounting (Q1 services) | misc. expenses | | 250.00 | | 45,987.85 |
| 4962 | 6/13/15 | 8/4/15 | 6/1 - 6/30/15 | MePush, Inc. (website hosting) | \$33 misc. expense; \$33 River Towns Race Series advertising; \$33 Montour Preserve | | 99.00 | | 45,888.85 |
| 4963 | 6/13/15 | 8/4/15 | 6/1 - 6/30/15 | Robert Stoudt (6/8 expense report) | \$230.88 Hess maintenance; \$168.22 marathon (misc. expenses); \$114.94 misc. expenses; \$431.61 Montour Preserve; \$503.45 Robbins Run awards; \$50 River Towns Race Series advertising; \$165.00 River Towns Race Series misc. expenses | | 1,664.10 | | 44,224.75 |
| automatic deposit | 6/17/15 | 8/4/15 | 6/1 - 6/30/15 | Ultra Signup (automatic deposit of Montour 24 race registrations) | Montour 24 registrations | | | 915.00 | 45,139.75 |
| automatic deposit | 6/2/15 | 8/4/15 | 6/1 - 6/30/15 | Ultra Signup (automatic deposit of Montour 24 race registrations) | Montour 24 registrations | | | 835.00 | 45,974.75 |
| automatic payment | 7/15/15 | 8/4/15 | 7/1 - 7/31/15 | US Treasury (monthly taxes) | payroll taxes | | 598.58 | | 45,376.17 |
| credit | 6/30/15 | 8/4/15 | N/A | VOID check 4943 | marathon (misc. expenses) | | | 100.00 | 45,476.17 |
| deposit | 7/2/15 | 8/4/15 | 7/1 - 7/31/15 | deposit | \$50 Humdinger 2016 registration; \$35 Robbins Run registrations; \$75 Hess Field user fees; \$7,355 Montour Preserve donations; \$50 Mountain Bike Skills Clinic sponsorship | | | 7,565.00 | 53,041.17 |
| 4964 | 7/6/15 | 8/4/15 | 7/1 - 7/31/15 | PPL (Hess electric) | Hess maintenance | | 62.96 | | 52,978.21 |
| 4965 | 7/6/15 | 8/4/15 | 7/1 - 7/31/15 | Jon Beam (payroll 5/31 - 6/13) | payroll - Beam | | 567.35 | | 52,410.86 |
| 4966 | 7/6/15 | 8/4/15 | 7/1 - 7/31/15 | Jon Beam (payroll 6/14 - 6/27) | payroll - Beam | | 230.06 | | 52,180.80 |

MARC 2015 Checking Register (Service 1st Account)

| Number or Code | Transaction Date | Date Sent to Accounting | Recorded on Bank Statement | Description of Transaction | Credited / Debited to Subaccount | Grant to Credit or Debit (if Applicable) | Debit (-) | Credit (+) | Account Balance |
|-------------------|------------------|-------------------------|----------------------------|---|---|--|-----------|------------|-----------------|
| 4967 | 7/6/15 | 8/4/15 | 7/1 - 7/31/15 | Robert Stoudt (payroll 5/31 - 6/13) | payroll - Stoudt | | 1,942.54 | | 50,238.26 |
| 4968 | 7/6/15 | 8/4/15 | 7/1 - 7/31/15 | Robert Stoudt (payroll 6/14 - 6/27) | payroll - Stoudt | | 727.65 | | 49,510.61 |
| 4969 | 7/10/15 | 8/4/15 | 7/1 - 7/31/15 | Porter Snowden (reimbursement for Eagle Scout project expenses) | Hess Field maintenance | | 615.58 | | 48,895.03 |
| 4970 | 7/10/15 | 8/4/15 | 7/1 - 7/31/15 | Emily Miller (Hess trash removal) | Hess Field maintenance | | 40.00 | | 48,855.03 |
| 4971 | 7/10/15 | 8/4/15 | 7/1 - 7/31/15 | Ted Heaps Container Service (PPL EBRA) | PPL East Branch Rec Area maintenance | | 25.00 | | 48,830.03 |
| 4972 | 7/10/15 | 8/4/15 | 7/1 - 7/31/15 | Big Pop's Mowing | \$839 Hess Field maintenance; \$435 PPL East Branch Recreation Area maintenance; \$165 River Drive parcel maintenance; \$156 Hopewell Park maintenance; \$45 North Branch Canal Trail | | 1,640.00 | | 47,190.03 |
| 4973 | 7/10/15 | 8/4/15 | 7/1 - 7/31/15 | MePush, Inc. (website hosting) | \$33 misc. expense; \$33 River Towns Race Series advertising; \$33 Montour Preserve | | 99.00 | | 47,091.03 |
| deposit | 7/20/15 | 8/4/15 | 7/1 - 7/31/15 | deposit - Central Susquehanna Community Foundation reimbursement for Montour Preserve maple sugaring expenses | Montour Preserve maple sugaring | | | 2,847.00 | 49,938.03 |
| deposit | 7/31/15 | 8/4/15 | 7/1 - 7/31/15 | deposit | \$25 Hess Field user fee; \$1,455.18 Old Forge donation for Old Forge 5k; \$115 Montour 25 registrations | | | 1,595.18 | 51,533.21 |
| automatic payment | 7/31/15 | 8/4/15 | 7/1 - 7/31/15 | EFTPS (federal 940 taxes) | payroll taxes | | 19.34 | | 51,513.87 |
| automatic payment | 7/31/15 | 8/4/15 | 7/1 - 7/31/15 | PA Dept. of Revenue (Q2 taxes) | payroll taxes | | 409.08 | | 51,104.79 |
| automatic payment | 7/31/15 | 8/4/15 | 7/1 - 7/31/15 | PA UC Fund | payroll taxes | | 90.51 | | 51,014.28 |
| automatic payment | 7/31/15 | 8/4/15 | | Danville Area Earned Income Tax Office | payroll taxes | | 223.64 | | 50,790.64 |
| 4974 | 7/31/15 | 8/4/15 | | Lewis Township (Beam payroll taxes) | payroll taxes | | 21.00 | | 50,769.64 |
| automatic deposit | 7/2/15 | 8/4/15 | 7/1 - 7/31/15 | Ultra Signup (automatic deposit of Montour 24 race registrations) | Montour 24 registrations | | | 674.00 | 51,443.64 |
| automatic deposit | 7/17/15 | 8/4/15 | 7/1 - 7/31/15 | Ultra Signup (automatic deposit of Montour 24 race registrations) | Montour 24 registrations | | | 1,218.75 | 52,662.39 |
| automatic payment | 7/31/15 | 8/4/15 | 7/1 - 7/31/15 | PA UC Fund | payroll taxes | | 0.01 | | 52,662.38 |



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Statement Period: 06/01/2015-06/30/2015

Page 1 of 2

Summary of Accounts:

| Savings | Ending Balance | YTD Dividend | Account Number: 584727 |
|----------------------|------------------|--------------|------------------------|
| 01 - REGULAR SAVINGS | 5.00 | 0.00 | |
| 40 - CHECKING | 46,409.75 | 0.00 | |
| Total | 46,414.75 | 0.00 | |

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

ID 01 REGULAR SAVINGS

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|-----------------|---------|------------|---------|
| Jun 1 | | Balance Forward | | | 5.00 |
| Jun 30 | | Ending Balance | | | 5.00 |

ID 40 CHECKING

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|--|---------|------------|-----------|
| Jun 1 | | Balance Forward | | | 55,587.61 |
| Jun 1 | | Draft 004932 | | -25.00 | 55,562.61 |
| Jun 1 | | Draft 004950 | | -389.88 | 55,172.73 |
| Jun 1 | | Draft 004935 | | -891.00 | 54,301.93 |
| Jun 2 | | Deposit ACH Ultra Signup TYPE: ONLINE REG ID: 1943365114 CO: Ultra Signup | 835.00 | | 55,136.93 |
| Jun 2 | | Draft 004951 | | -40.00 | 55,096.93 |
| Jun 2 | | Draft 004946 | | -41.91 | 55,055.02 |
| Jun 2 | | Draft 004934 | | -62.00 | 54,993.02 |
| Jun 2 | | Draft 004954 | | -1,543.95 | 53,449.07 |
| Jun 3 | | Draft 004952 | | -150.00 | 53,299.07 |
| Jun 3 | | Draft 004953 | | -426.74 | 52,872.33 |
| Jun 5 | | Draft 004955 | | -30.40 | 52,841.93 |
| Jun 8 | | Draft 004947 | | -160.00 | 52,681.93 |
| Jun 9 | | Draft 004926 | | -133.11 | 52,548.82 |
| Jun 9 | | Draft 004928 | | -496.50 | 52,052.32 |
| Jun 11 | | Draft 004938 | | -150.00 | 51,902.32 |
| Jun 15 | | Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS | | -1,672.06 | 50,230.26 |
| Jun 15 | | Draft 004963 | | -1,664.10 | 48,566.16 |
| Jun 16 | | Draft 004956 | | -119.41 | 48,446.75 |
| Jun 16 | | Draft 004960 | | -800.00 | 47,646.75 |
| Jun 16 | | Draft 004959 | | -1,413.00 | 46,233.75 |
| Jun 17 | | Deposit ACH Ultra Signup TYPE: ONLINE REG ID: 1943365114 CO: Ultra Signup | 915.00 | | 47,348.75 |
| Jun 22 | | Draft 004958 | | -25.00 | 47,323.75 |
| Jun 22 | | Draft 004961 | | -250.00 | 47,073.75 |
| Jun 22 | | Draft 004957 | | -565.00 | 46,508.75 |

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Account Number: 584727 **Statement Period:** 06/01/2015-06/30/2015



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www.twitter.com/service1st

ID 40 CHECKING - Continued

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|-----------------------------|---------|------------|-----------|
| Jun 23 | | Draft 004962 | | -99.00 | 46,409.75 |
| Jun 30 | | Ending Balance | | | 46,409.75 |
| | | Total Deposits 1,750.00 | | | |
| | | Total Withdrawals 10,927.86 | | | |

Drafts for 40 - CHECKING

| Date | Draft Number | Amount | Date | Draft Number | Amount | Date | Draft Number | Amount |
|--------|--------------|--------|--------|--------------|----------|--------|--------------|----------|
| Jun 9 | ☐ 004926 | 133.11 | Jun 1 | ☐ 004950* | 389.88 | Jun 22 | ☐ 004957 | 585.00 |
| Jun 9 | ☐ 004928* | 498.50 | Jun 2 | ☐ 004951 | 40.00 | Jun 22 | ☐ 004958 | 25.00 |
| Jun 1 | ☐ 004932* | 25.00 | Jun 3 | ☐ 004952 | 150.00 | Jun 16 | ☐ 004959 | 1,413.00 |
| Jun 2 | ☐ 004934* | 62.00 | Jun 3 | ☐ 004953 | 428.74 | Jun 16 | ☐ 004960 | 600.00 |
| Jun 1 | ☐ 004935 | 891.00 | Jun 2 | ☐ 004954 | 1,543.95 | Jun 22 | ☐ 004961 | 250.00 |
| Jun 11 | ☐ 004938* | 150.00 | Jun 5 | ☐ 004955 | 30.40 | Jun 23 | ☐ 004962 | 99.00 |
| Jun 2 | ☐ 004946* | 41.91 | Jun 16 | ☐ 004956 | 119.41 | Jun 15 | ☐ 004963 | 1,664.10 |
| Jun 8 | ☐ 004947 | 160.00 | | | | | | |

* denotes skipped sequence

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

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PO BOX 456
1778 OAKWOOD DR
DANVILLE PA 17821

Statement Period: 07/01/2015-07/31/2015

Page 1 of 2

Summary of Accounts:

| | Ending Balance | YTD Dividend | Account Number: 584727 |
|----------------------|------------------|--------------|------------------------|
| Savings | | | |
| 01 - REGULAR SAVINGS | 5.00 | 0.00 | |
| 40 - CHECKING | 53,057.02 | 0.00 | |
| Total | 53,062.02 | 0.00 | |

Authorized Signer(s): ROBERT T STOUT, MICHAEL B MILLS

ID 01 REGULAR SAVINGS

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|-----------------|---------|------------|---------|
| Jul 1 | | Balance Forward | | | 5.00 |
| Jul 31 | | Ending Balance | | | 5.00 |

ID 40 CHECKING

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|---|----------|------------|-----------|
| Jul 1 | | Balance Forward | | | 46,409.75 |
| Jul 1 | | Draft 004944 | | -100.00 | 46,309.75 |
| Jul 2 | | Processed Check - YOUNG LIFE TYPE: CHECKPYMT ID: 4840385934 | | | |
| Jul 2 | | Deposit ACH Ultra Signup | 674.00 | | 46,983.75 |
| Jul 2 | | TYPE: ONLINE REG ID: 1943385114 CO: Ultra Signup | | | |
| Jul 2 | | Deposit by Check | 7,565.00 | | 54,548.75 |
| Jul 7 | | Draft 004967 | | -1,942.54 | 52,606.21 |
| Jul 8 | | Draft 004968 | | -727.65 | 51,878.56 |
| Jul 10 | | Draft 004964 | | -62.96 | 51,815.60 |
| Jul 10 | | Draft 004966 | | -230.06 | 51,585.54 |
| Jul 10 | | Draft 004965 | | -567.35 | 51,018.19 |
| Jul 14 | | Draft 004971 | | -25.00 | 50,993.19 |
| Jul 14 | | Draft 004948 | | -85.00 | 50,908.19 |
| Jul 15 | | Withdrawal ACH IRS | | -598.58 | 50,309.61 |
| Jul 15 | | TYPE: USATAXPYMT ID: 3387702000 CO: IRS | | | |
| Jul 15 | | Draft 004972 | | -1,640.00 | 48,669.61 |
| Jul 16 | | Draft 004970 | | -40.00 | 48,629.61 |
| Jul 17 | | Deposit ACH Ultra Signup | 1,218.75 | | 49,848.36 |
| Jul 17 | | TYPE: ONLINE REG ID: 1943385114 CO: Ultra Signup | | | |
| Jul 20 | | Deposit by Check | 2,847.00 | | 52,695.36 |
| Jul 20 | | Draft 004973 | | -99.00 | 52,596.36 |
| Jul 21 | | Draft 004969 | | -615.58 | 51,980.78 |
| Jul 31 | | Withdrawal ACH UNEMP COMP EFT | | -0.01 | 51,980.77 |
| Jul 31 | | TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT | | | |
| Jul 31 | | Withdrawal ACH IRS | | -19.34 | 51,961.43 |
| Jul 31 | | TYPE: USATAXPYMT ID: 3387702000 CO: IRS | | | |
| Jul 31 | | Withdrawal ACH UNEMP COMP EFT | | -90.51 | 51,870.92 |
| Jul 31 | | TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT | | | |
| Jul 31 | | Withdrawal ACH COMMWLTHOFP A INT | | -409.08 | 51,461.84 |
| Jul 31 | | TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFP A INT | | | |

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Account Number: 584727 Statement Period: 07/01/2015-07/31/2015



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ID 40 CHECKING - Continued

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|----------------------------|----------|------------|-----------|
| Jul 31 | | Deposit by Check | 1,595.18 | | 53,057.02 |
| Jul 31 | | Ending Balance | | | 53,057.02 |
| | | Total Deposits 13,899.93 | | | |
| | | Total Withdrawals 7,252.66 | | | |

Drafts for 40 - CHECKING

| Date | Draft Number | Amount | Date | Draft Number | Amount | Date | Draft Number | Amount |
|--------|----------------------------------|--------|--------|---------------------------------|----------|--------|---------------------------------|----------|
| Jul 1 | <input type="checkbox"/> 004944 | 100.00 | Jul 10 | <input type="checkbox"/> 004968 | 230.06 | Jul 16 | <input type="checkbox"/> 004970 | 40.00 |
| Jul 14 | <input type="checkbox"/> 004948* | 85.00 | Jul 7 | <input type="checkbox"/> 004967 | 1,942.54 | Jul 14 | <input type="checkbox"/> 004971 | 25.00 |
| Jul 10 | <input type="checkbox"/> 004964* | 62.98 | Jul 8 | <input type="checkbox"/> 004968 | 727.85 | Jul 15 | <input type="checkbox"/> 004972 | 1,640.00 |
| Jul 10 | <input type="checkbox"/> 004965 | 567.35 | Jul 21 | <input type="checkbox"/> 004969 | 615.58 | Jul 20 | <input type="checkbox"/> 004973 | 99.00 |

* denotes skipped sequence

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

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MARC Checking Account Reconciliation - Service 1st Account

Updated 8/4/15

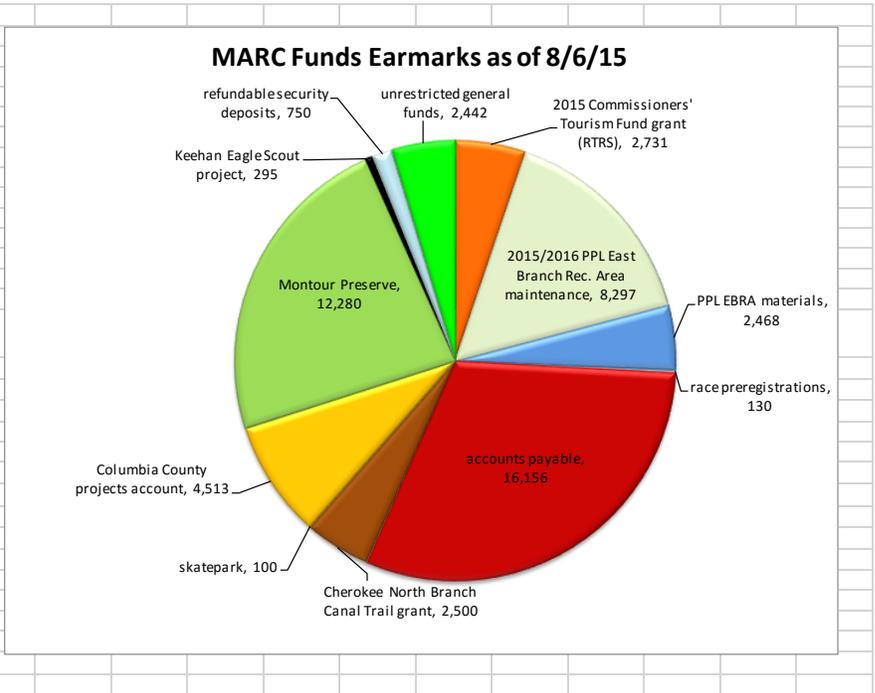
| | | |
|--|--|-----------------|
| | | |
| ending balance from 7/31/15 bank statement | 53,057.02 | |
| deposits not yet credited (detailed below) | - | |
| subtotal | 53,057.02 | |
| withdrawals not yet debited (detailed below) | 394.64 | |
| balance (should agree with checkbook) | 52,662.38 | |
| actual checkbook balance | 52,662.38 | |
| difference | - | |
| | | |
| deposits not yet posted | date | amount |
| | | |
| | | |
| TOTAL | | - |
| | | |
| withdrawals not yet cleared | date | amount |
| 4886 | Bloomsburg Fire Police (donation for marathon coverage) | 02/17/15 50.00 |
| 4945 | Cub Scout Pack 37 (donation for volunteer support at marathon) | 05/27/15 100.00 |
| automatic payment | Danville Area Earned Income Tax Office | 07/31/15 223.64 |
| 4974 | Lewis Township (Beam payroll taxes) | 07/31/15 21.00 |
| TOTAL | | 394.64 |

MARC FUND EARMARKS

| EARMARK CATEGORIES | AMOUNT |
|---|---------------|
| 2015 Commissioners' Tourism Fund grant (RTRS) | 2,731 |
| 2015/2016 PPL East Branch Rec. Area maintenance | 8,297 |
| PPL EBRA materials | 2,468 |
| race preregistrations | 130 |
| accounts payable | 16,156 |
| Cherokee North Branch Canal Trail grant | 2,500 |
| skatepark | 100 |
| Columbia County projects account | 4,513 |
| Montour Preserve | 12,280 |
| Keehan Eagle Scout project | 295 |
| refundable security deposits | 750 |
| unrestricted general funds | 2,442 |
| TOTAL RESTRICTED | 50,220 |
| ACTUAL CHECKBOOK BALANCE (8/4/15) | 52,662 |

| ACCOUNTS RECEIVABLE | |
|--|-------|
| Geisinger Sports Medicine 2015 sponsorship | 1,000 |
| | 1,000 |

| ACCOUNTS PAYABLE | |
|----------------------------------|--------|
| Stoudt expense report | 6,856 |
| taxes (estimated) | 400 |
| accounts payable (incl. payroll) | 8,900 |
| | 16,156 |



ASSISTANT DIRECTOR'S REPORT

During the past two month the Assistant Director continued work on the Hopewell Park kiosk, adding a new roof and some framing. He conducted weekly checks of the East Branch Recreation Area and checked Hess Field Recreation Area while the Director was on vacation. The Assistant Director also recorded four Nature Reports for SECV8 News and conducted three trail walks for 30 children and 10 counselors as part of Zion Lutheran Church's Summer Program. He also assisted the Director and volunteers in the set up for and tear down after the Montour 24 Endurance Race at Hess Field.

Jon Beam

8/5/15

DIRECTOR'S REPORT

Director's June Time Tracking

| June 2015 | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | Project Monthly Total Hours |
|-------------------------|--------------------------------|--------|-------|------|------|------|-------|------|-------|------|------|------|-------|-------|----|------|------|------|------|------|------|------|------|------|------|-------|------|------|------|------|-------|--------------------------------------|
| | Admin / Misc. Other | 3.00 | 3.50 | 1.25 | 0.50 | 2.00 | | 0.25 | 6.75 | 4.00 | | 4.00 | 1.50 | | | | | 0.25 | 0.25 | 0.25 | 0.50 | 1.50 | 3.50 | 4.00 | 2.75 | 2.50 | 1.50 | 0.50 | 2.50 | 6.50 | 53.25 | |
| park maintenance | Hess Recreation Area | 0.25 | 0.75 | 5.50 | 0.25 | 0.25 | | 0.25 | 0.25 | 0.25 | 0.25 | 0.50 | 1.75 | 3.00 | | | | | | | | | 0.25 | 0.25 | 0.75 | 0.25 | 0.25 | | 0.25 | 0.25 | 15.50 | |
| | Hopewell Park / Borough Farm | 0.25 | | | | 0.50 | | | | | | 0.25 | | | | | | | | | | | | | | | | | | | 1.00 | |
| | North Branch Canal Trail | | | | 0.25 | 0.25 | | | | | 0.25 | 0.50 | | 2.00 | | | | | | | | | | 0.25 | | 1.00 | | | | | 4.50 | |
| | NBCT - Greenways Signage Grant | 0.25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.25 | 0.25 | 0.75 |
| | PPL East Branch Rec Area | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.25 | | 1.50 | | 1.75 |
| | River Road Trailhead Parcel | | | | | | | | | | 0.25 | | | | | | | | | | | | | | | | | | | 0.75 | | 1.00 |
| Montour Preserve | Montour Preserve admin | 0.50 | 5.00 | 0.25 | 2.00 | 0.25 | | 5.50 | 3.50 | 1.75 | 2.00 | 2.00 | 1.00 | | | 1.50 | 0.50 | 0.25 | 0.75 | 1.50 | 0.25 | 0.25 | 1.25 | 3.00 | 1.50 | 1.50 | 2.25 | 0.50 | 0.25 | 0.25 | 39.25 | |
| | Montour Preserve maple sugar | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Montour Preserve other | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Columbia County | Columbia Co. admin/misc. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Columbia Co. NB. Canal Trail | | | | | | | | | | 0.50 | | 2.00 | | | | | | | | | | | | | | 0.25 | | | 0.25 | 3.00 | |
| | Columbia Co. concessionaires | 0.25 | 0.25 | | 1.50 | 0.25 | | | | | 0.25 | 0.25 | | | | | | | | | | | | | | | | | | | 2.75 | |
| | Columbia Co. mapping | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Columbia Co. other | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Columbia Co. other | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| River Towns Race Series | RTRS Admin / Misc. | | | | | | | | | | | | | | | | | | | | | | | 2.00 | | 0.50 | 0.25 | | | | 2.75 | |
| | RTRS Awards Luncheon | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Humdinger | | | | | | | | | | | | | | | | | | | | | | | | 0.25 | 0.50 | | | | | 0.75 | |
| | Marathon | | | | | | | | | | | 0.25 | | | | | | | | | | 0.75 | 0.50 | | | 0.50 | | | | | 2.00 | |
| | World's End | | | | 0.75 | 1.50 | | | | | | | | | | | | | | | | | | | 0.50 | | | | | | 2.75 | |
| | Robbins Run | 0.25 | 0.50 | | 3.50 | 5.50 | 13.50 | 1.25 | 0.25 | 0.25 | | 0.25 | | | | | | | | | | | | 0.75 | | 0.25 | | | | | 26.25 | |
| | Old Forge 5k | | | | | | | | | | 3.00 | 1.00 | 2.25 | 12.50 | | | | | | | | | 0.25 | 0.50 | | | | | | | 19.50 | |
| | Montour 24 Endurance Runs | | | | | | | | | | | 0.25 | | | | | | | | | | | | | | 1.00 | | 0.25 | | 0.25 | 1.75 | |
| | Chilli Challenge | | | | | | | 0.50 | | | | | | | | | | | | | | | | | 0.50 | | | | | | 1.00 | |
| DAILY TOTALS | | 4.75 | 10.00 | 7.75 | 9.50 | 9.00 | 13.50 | 7.75 | 10.75 | 7.00 | 6.50 | 8.50 | 10.50 | 15.50 | | 1.50 | 0.50 | 0.50 | 0.75 | 1.75 | 1.25 | 1.50 | 5.00 | 9.00 | 7.75 | 7.00 | 6.00 | 2.25 | 1.00 | 5.75 | 7.00 | 179.50 |
| BIWEEKLY PAYROLL TOTAL | | 121.00 | | | | | | | | | | | | 44.75 | | | | | | | | | | | | 13.75 | | | | | | |
| PAYROLL PERIOD | | 12 | | | | | | | | | | | | 13 | | | | | | | | | | | | 14 | | | | | | |

DIRECTOR'S REPORT

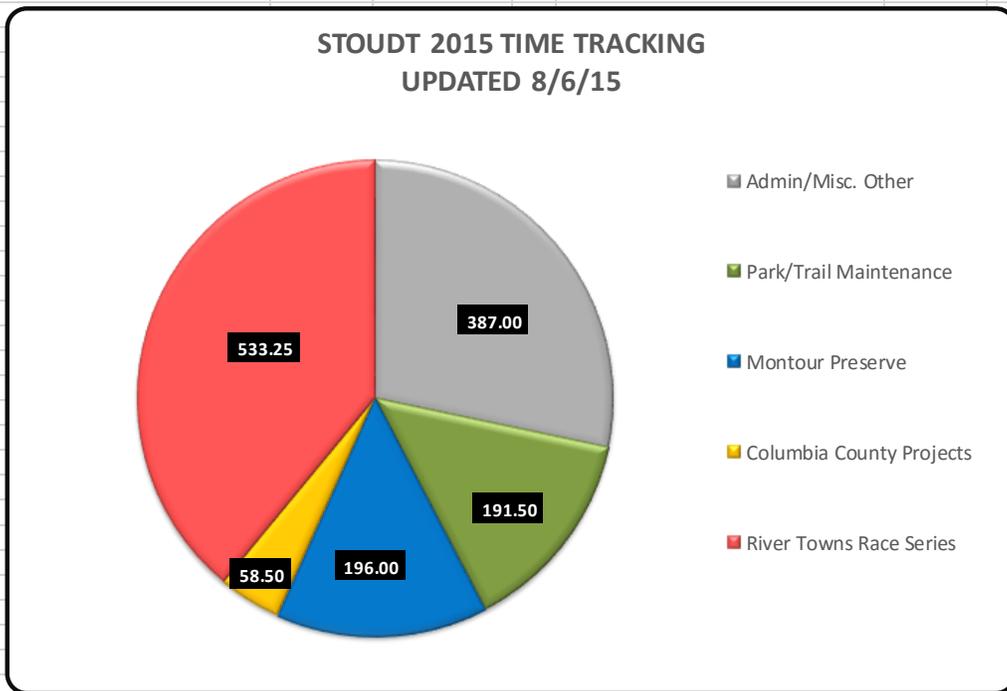
Director's July Time Tracking

| July 2015 | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | Project Monthly Total Hours | | |
|-------------------------|--------------------------------|-------|------|------|------|------|------|------|------|------|------|------|-------|----|----|----|----|------|-------|------|------|------|------|-----------|-------|-------|-------|-------|------|------|------|------|-----------------------------|-------|------|
| | Admin / Misc. Other | 3.50 | 4.00 | 1.50 | 0.50 | 0.25 | 2.75 | 2.00 | 0.75 | 1.50 | 0.75 | 0.50 | | | | | | 1.00 | 13.00 | 1.00 | 4.00 | 2.00 | 4.50 | 1.00 | 0.50 | 0.25 | 2.00 | 2.50 | 0.50 | 2.50 | 1.50 | | 54.25 | | |
| park maintenance | Hess Recreation Area | 0.50 | 0.25 | 0.25 | 0.25 | 0.25 | 0.50 | 0.25 | 2.00 | 0.25 | 0.25 | | | | | | | 2.00 | | | 0.25 | 3.50 | 0.25 | 2.50 | 3.00 | | 0.50 | 0.25 | 0.25 | 0.25 | 0.25 | | 17.75 | | |
| | Hopewell Park / Borough Farm | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | North Branch Canal Trail | 0.50 | 0.25 | | | | | | 1.50 | | | | | | | | | | | | | | 1.50 | | | | | | | | | | | | 3.75 |
| | NBCT - Greenways Signage Grant | | | | | | 1.50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | 1.50 |
| | PPL East Branch Rec Area | | | 0.50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 1.25 | | 1.75 |
| | River Road Trailhead Parcel | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Montour Preserve | Montour Preserve admin | 1.25 | 1.50 | | | | 0.25 | 0.25 | | 2.50 | | | | | | | | | | | | 0.25 | | | | | | 0.25 | | | 0.25 | | | 6.50 | |
| | Montour Preserve maple sugar | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Montour Preserve other | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Columbia County | Columbia Co. admin/misc. | | | | | | | | | | | | | | | | | | | | | | | | | | | 0.25 | | | 0.25 | | | 0.50 | |
| | Columbia Co. NB. Canal Trail | | 0.25 | | | | | 0.50 | 1.50 | | | | | | | | | | | | | | | | | | | | | | | | | | 2.25 |
| | Columbia Co. concessionaires | | | | | | | 0.25 | | 0.25 | | | | | | | | | | | | | | | | | | | | | | | | | 0.50 |
| | Columbia Co. mapping | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Columbia Co. other | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Columbia Co. other | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| River Towns Race Series | RTRS Admin / Misc. | 0.75 | | | | | | | | 1.00 | | | | | | | | | | | | | | | | | | | | | | | | | 1.75 |
| | RTRS Awards Luncheon | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Humdinger | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Marathon | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | World's End | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Robbins Run | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Montour 24 Endurance Runs | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 0.50 | | | 1.50 | | | | | | | | | | | 0.25 | 0.50 | 1.25 | 4.50 | 12.50 | 19.00 | 16.00 | 0.75 | | 4.00 | 2.00 | | 64.25 | |
| | Chilli Challenge | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DAILY TOTALS | | 6.75 | 6.50 | 2.50 | 1.00 | 0.75 | 5.25 | 3.75 | 5.75 | 7.00 | 1.00 | 0.50 | | | | | | 3.00 | 13.00 | 1.00 | 4.75 | 7.50 | 6.00 | 8.00 | 16.00 | 19.00 | 16.25 | 3.75 | 2.75 | 4.75 | 5.00 | 3.25 | 154.75 | | |
| BIWEEKLY PAYROLL TOTAL | | 40.75 | | | | | | | | | | | 78.25 | | | | | | | | | | | 35.75 | | | | | | | | | | | |
| PAYROLL PERIOD | | 14 | | | | | | | | | | | 15 | | | | | | | | | | | 16 (part) | | | | | | | | | | | |

DIRECTOR'S REPORT (continued)

Director's 2015 Year-to-Date Time Accounting

| 2015 STOUdt TIME ACCOUNTING updated 8/6/15 | | | 2015 STOUdt TIME ACCOUNTING (GROUPED BY CATEGORY) updated 8/6/15 | | |
|---|-----------------|-------------------------------|---|-----------------|-------------------------------|
| TASK | HOURS | COST W/ TAXES (\$21.75/hr) | TASK | HOURS | COST W/ TAXES (\$21.75/hr) |
| Admin / Misc. Other | 387.00 | \$ 8,417.25 | Admin/Misc. Other | 387.00 | 8,417.25 |
| Hess Recreation Area Maintenance | 88.75 | \$ 1,930.31 | Park/Trail Maintenance | 191.50 | 4,165.13 |
| Hopewell Park/Borough Farm Maint. | 7.00 | \$ 152.25 | Montour Preserve | 196.00 | 4,263.00 |
| North Branch Canal Trail | 60.75 | \$ 1,321.31 | Columbia County Projects | 58.50 | 1,272.38 |
| NBCT - Greenways Signage Grant | 11.50 | \$ 250.13 | River Towns Race Series | 533.25 | 11,598.19 |
| PPL East Branch Recreation Area | 21.50 | \$ 467.63 | 2015 YTD TOTALS | 1,366.25 | 29,715.94 |
| River Road Trailhead Maintenance | 2.00 | \$ 43.50 | | | |
| Montour Preserve Admin | 168.00 | \$ 3,654.00 | | | |
| Montour Preserve Maple Sugaring | 28.00 | \$ 609.00 | | | |
| Montour Preserve Other | - | \$ - | | | |
| Columbia County Admin/Misc | 7.50 | \$ 163.13 | | | |
| Columbia Co. North Branch Canal Trail | 33.50 | \$ 728.63 | | | |
| Columbia Co. Concessionaires | 12.75 | \$ 277.31 | | | |
| Columbia County Mapping | - | \$ - | | | |
| Columbia County Other | 4.75 | \$ 103.31 | | | |
| Columbia County Other 2 | - | \$ - | | | |
| RTRS Admin/Misc. | 64.00 | \$ 1,392.00 | | | |
| RTRS Awards Luncheon | 22.00 | \$ 478.50 | | | |
| Humdinger | 106.50 | \$ 2,316.38 | | | |
| Marathon | 176.75 | \$ 3,844.31 | | | |
| World's End | 35.75 | \$ 777.56 | | | |
| Robbins Run | 37.00 | \$ 804.75 | | | |
| Old Forge 5k | 19.50 | \$ 424.13 | | | |
| Montour 24 | 70.50 | \$ 1,533.38 | | | |
| Chilli Challenge | 1.25 | \$ 27.19 | | | |
| 2015 YTD TOTAL HOURS | 1,366.25 | \$ 29,715.94 | | | |



DIRECTOR'S REPORT (continued)

GRANTS

- Montour County Commissioners' 2015 Tourism Fund grant
 - \$15,000 received on 1/5/15 for 2015 River Towns Race Series advertising and promotion
 - \$12,268.72 spent year-to-date on advertising/promotion (additional \$2,523.91 pending on Stoudt expense report)

- Merck Cherokee donation
 - MARC received \$2,500 on 11/17/14 to be used solely for North Branch Canal Trail expenses; no funds have been expended to date
 - \$1,852.00 in eligible expenses pending on Stoudt expense report

- Susquehanna Greenway 2014 Mini-Grant Program
 - Trail mileage, caution and misc. signage has been designed, ordered and received; installation will occur in coming weeks
 - Trailhead signs yet to be finalized

- Williams Transco Pipeline Atlantic Sunrise Project / The Conservation Fund Environmental Stewardship Program
 - In partnership with the Susquehanna Greenway Partnership, Stoudt submitted a grant proposal on 1/30 for North Branch Canal Trail construction between Danville, Catawissa and Bloomsburg
 - Total requested grant funding \$491,000 for 2015 – 2017 (grant did not require local match)
 - \$146,000 grant award announced in June, but funds and grant documentation not yet received; funds will be processed through the Susquehanna Greenway Partnership

PROJECTS/MANAGED SITES

- PPL East Branch Recreation Area
 - Soccer use has increased substantially this summer and is expected to remain steady for the foreseeable future; the purchase of an additional set of goals is expected next spring
 - \$8,297.13 remains earmarked in our account for site maintenance through April 30, 2016
 - \$2,467.78 remains earmarked in our account for EBRA supplies

- River Road parcel (North Branch Canal Trail trailhead and river access; no change since last meeting)
 - Property is being managed as part of MARC's mowing contract
 - Stoudt will do site enhancements in coming months as schedule permits
 - An Eagle Scout candidate has completed the creation of a trailhead sign and two ADA-compliant picnic tables for this site
 - materials are being stored in the pig barn until we can install
 - Stoudt will work with Mahoning Township to secure necessary permits

DIRECTOR'S REPORT (continued)

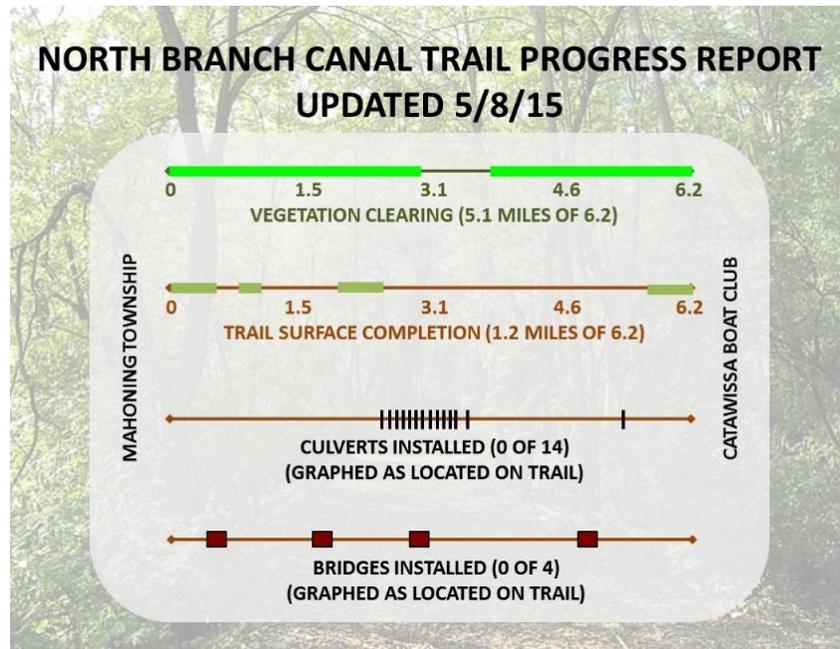
PROJECTS/MANAGED SITES (continued)

- Hess Recreation Area
 - Skatepark
 - \$100 remains earmarked in our account for the project, specifically earmarked for reconstruction of the central pyramidal feature
 - Concrete cracks need to be sealed before they become worse
 - Ballfields
 - Softball field needs two loads of infield mix (estimated cost \$1,000); Stoudt expects to order in early fall, funding permitting
 - Portions of the field turf will be seeded when weather conditions permit
 - Road (no change since last meeting)
 - MARC should consider a chip & tar coating of the road in 2015 to extend the road's expected useful life; cost estimates will have to be sought when funding allows
 - Other
 - Construction of the Valley Township sewer line connector to the Danville sewage treatment plant is now underway; the Old Reading Line Trail (along PA-54) will remain closed until construction is complete
 - Construction activity has led to recent closures of the Beaver Place Trailhead parking lot; closures are expected to be only occasional
 - Repairs to the wetland blind entrance are complete; repainting of the blind interior will be completed in coming weeks
 - Black bear sightings have been reported occasionally in the park this summer; Stoudt will continue to monitor the situation and will institute trail closures and/or contact the PA Game Commission if deemed necessary
- Hopewell Park / Danville Borough Farm
 - Planning continues for a women's mountain bike skills clinic on September 19; registration expected to open this week
 - Stoudt/Beam will do park/trail maintenance in coming weeks, including replacement of the tire culvert
- Montour Preserve
 - \$118,064.55 raised to date from 197 donors (includes anticipated \$10,000 from Montour County Tourism Fund and Act 13 funds)
 - MARC has received no new information regarding the proposed lease agreement since June 23; agreement is being revised by Talen Energy to satisfy concerns raised by DCNR
 - MARC is ready to assume operational control of portions of the site as soon as an agreement is in place

DIRECTOR'S REPORT (continued)

PROJECTS/MANAGED SITES (continued)

- North Branch Canal Trail
 - Montour Township access agreement to be considered at this meeting
 - Trail signage to be installed in coming weeks; vegetation clearing and trail surface grading will also resume in coming weeks
 - Grand opening ceremony for a portion of the trail in Mahoning Township is being planned for October 1; details to be released this week



RIVER TOWNS RACE SERIES

- MARC has received a donation of \$1,455.18 from Old Forge Brewing Company for the June 13th 5k
- The Montour 24 event was extremely successful; preliminary accounting not yet ready as of 8/6
- Stoudt has requested permission from Talen Energy to conduct the Chilli Challenge at the Montour Preserve on October 3 even if no agreement is in place at that time; no decision yet received as of 8/6
 - even if permission is received, MARC may suffer a financial loss if the event is conducted because of the too-short time for promotion and registration; Board input will be sought at this meeting
- Planning for the 2016 River Towns Race Series will be discussed at this meeting

DIRECTOR'S REPORT (continued)

OTHER NOTES

- Stoudt will continue to work with Washingtonville Borough on Community Beautification Initiative meetings and implementation
- Stoudt has worked 243.75 of the contracted 200 hours for the Columbia County services contract; \$4,513.46 remains earmarked in MARC's account
 - current initiatives include:
 - North Branch Canal Trail – county line to Catawissa Boat Club
 - North Branch Canal Trail – Catawissa Boat Club to Bloomsburg's Streater Park
 - Bicycle/watercraft concessionaires at Bloomsburg Town Park
 - Watercraft concessionaires at Berwick's Test Track Park
 - Mapping of public access points in the Fishing Creek watershed

UPCOMING EVENTS AND MEETING

- 8/12 Montour County Taskforce meeting
- 8/13 North Branch Canal Trail work day (tentative)
- 8/13 Eagle Scout benches to be delivered
- 8/14 North Branch Canal Trail work day (tentative)
- 8/28 Service 1st golf tournament (to partially benefit MARC)
- 9/14 MARC September Board meeting
- 9/19 Hopewell Park mountain bike skills clinic

LICENSE AGREEMENT

This Agreement is made as of the _____ day of July, 2015, by and between Montour Township (“Licensor”) and Montour Area Recreation Commission (“Licensee”).

Licensor is the owner of the real property described in Exhibit “A” attached hereto (the “Property”). Licensee desires to exercise certain rights and privileges upon the property.

NOW, THEREFORE, it is agreed as follows:

1. Licensor hereby grants to Licensee the right to utilize the Property for pedestrian and vehicular ingress and egress between Legion Road and Licensee’s recreation trail, known as the North Branch Canal Trail, located to the east of the Property.

2. In consideration of the License, Licensee agrees to mow the grass on the Property on a regular basis.

3. This License is personal to the Licensee and is not assignable. Any attempt to assign this License will terminate all privileges granted to Licensee under it.

4. This Agreement is terminable by either party at will by the giving of ten (10) days actual notice to the other party.

IN WITNESS WHEREOF, the parties have executed this instrument as of the day and year first above written.

ATTEST: _____

MONTOUR TOWNSHIP

Secretary

By: _____
Chairman, Board of Supervisors

MONTOUR AREA RECREATION COMMISSION

By: _____
Authorized Representative

Schedule C
LEGAL DESCRIPTION

ALL THOSE THREE CERTAIN lots of land situate in Montour Township, Columbia County, Pennsylvania, bounded and described as follows:

TRACT NO. 1 - BEGINNING at a stone set for a corner on the eastern side of the public road leading from Catawissa to Danville, at the side of a driveway, known as "Rishell's Landing", and running thence along the said driveway in an easterly direction on a line at right angles to the said public road, a distance of 153 feet to a corner on side of the right of way of the D. L. & W. Railroad Company; thence along the said right of way, in a southerly direction a distance of 80 feet to a corner; thence along other lands of Mitchel Robbins in a westerly direction on a line parallel with the first mentioned line, 153 feet to a corner on the eastern side of the said public road; thence along the said public road in a northerly direction, a distance of 60 feet to the place of beginning.

TRACT NO. 2 - BEGINNING at an iron pin along the State Highway leading from Catawissa at Danville and corner of lot of Cameron Waters; thence easterly along lot of said Waters, 160 feet to right of way of the D. L. & W. Railroad Company; thence along said right of way in a southerly direction, 62 feet to other land of said Donald Ikler; thence along lands of said Ikler, in a westerly direction, 153 feet to right of way of State Road; thence along said State Highway, in a northerly direction, 58 feet to the place of beginning.

TRACT NO. 3 - BEGINNING at a point on the southern side of the State Highway leading from Catawissa to Danville in line of land of Frank Valeski and running thence by the southern line of said State Highway in a westerly direction, 37 feet to a private driveway; thence by said private driveway in a southerly direction 165 feet, more or less, to the right of way of the D. L. & W. Railroad Company; thence by said right of way in an easterly direction, 49 feet to line of land of Frank Valeski; thence by line of land of said Valeski in a northerly direction, 165 feet to the point on the southern side of the aforesaid State Highway, the place of beginning.

EXHIBIT "A"



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

MONTOUR AREA RECREATION COMMISSION 2015 STAFF AND BOARD MEMBERS

STAFF

Robert Stoudt, Director (part-time employee w/ no benefits)
Jon Beam, Assistant Director (part-time employee w/ no benefits)

BOARD MEMBERS

(Board members are unpaid volunteers; e=elected official; r=resident)

Montour County representatives

Commissioner Jerry Ward (e)
Michael Mills (r) (*President & Treasurer*)
Joseph Ward (r)
David Walker (r)
Heather Good (r)

Washingtonville Borough representatives

Frank Dombroski (e) (*Vice-President*)
Tyler Dombroski (e) (*Secretary*)

Riverside Borough representatives

Michael Smith (r)
Bill Lavage (r)

Danville Borough representatives

Bill Hause (e)
Will Carswell (r)

Danville Area School District

Chris Johns (staff)
Jamie Hosterman (School Board)