



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

February 13, 2017 Regular Meeting Agenda

7:00pm - Montour Preserve Environmental Education Center (700 Preserve Rd, Danville, PA 17821)

Call to Order

Officer Reports

- President's Report
- Treasurer's Report (**pages 2– 11**)
- Secretary's Report

Partner Reports

- Washingtonville Borough (Frank Dombroski / Tyler Dombroski)
- Danville Borough (Kevin Herritt / Greg Kovalick)
- Riverside Borough (Bill Lavage / Dr. Victor Marks)
- Montour County (Commissioner Ken Holdren)
- Danville Area School District (Chris Johns)

Public Comment

Assistant Director's Report (Jon Beam) (**page 12**)

Maintenance Technician's Report (Dennis Piatt) (**page 12**)

Director's Report (Bob Stoudt) (**pages 13 – 19**)

Old Business

New Business

- Hopewell Park bike jumps/skills area proposal

Other Items

- PPL Foundation grant / Montour County recreation planning
- Montour Preserve 2017 Voluntary Launch Tags
- Anticipated advertisement for additional part-time maintenance technician

Adjournment

next meeting: March 13, 2017

10:50 AM

02/08/17

Accrual Basis

Montour Area Recreation Commission
Statement of Financial Position
As of January 31, 2017

	<u>Jan 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Service 1st FCU	29,357.41
Total Checking/Savings	29,357.41
Other Current Assets	
Grants Receivable	
County Tourism Grant	10,000.00
DCNR Grant	100,000.00
Montour Cnty Act 13	19,000.00
Total Grants Receivable	129,000.00
Prepaid Expenses	
Payroll & Taxes	434.99
Prepaid Expenses - Other	2,569.75
Total Prepaid Expenses	3,004.74
Total Other Current Assets	132,004.74
Total Current Assets	161,362.15
Other Assets	
CSCF - Trusted Funds	
Montour Preserve Fund	99,529.84
CSCF - Trusted Funds - Other	1,234.02
Total CSCF - Trusted Funds	100,763.86
Total Other Assets	100,763.86
TOTAL ASSETS	<u>262,126.01</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Preserve Reservations	1,755.00
Race Registrations	9,925.00
Total Advance Payments Received	11,680.00
Conditional Contributions	
Columbia County Projects	5,207.03
County Tourism Grant -RTRS	10,000.00
DCNR Montour Preserve	94,010.01
PPL -EBRA Materials	2,430.66
Skatepark Deposits	100.00
Talen - EBRA maintenance	4,204.90
Total Conditional Contributions	115,952.60
Payroll Liabilities	1,151.70
Security Deposits Held	
Hess Field Security Deposit	750.00
Total Security Deposits Held	750.00
Total Other Current Liabilities	129,534.30
Total Current Liabilities	129,534.30
Total Liabilities	129,534.30

No Assurance Provided

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10:50 AM
02/08/17
Accrual Basis

Montour Area Recreation Commission
Statement of Financial Position
As of January 31, 2017

	<u>Jan 31, 17</u>
Equity	
Retained Earnings	113,315.06
Net Income	<u>19,276.65</u>
Total Equity	<u>132,591.71</u>
TOTAL LIABILITIES & EQUITY	<u>262,126.01</u>

No Assurance Provided

Page 2

10:50 AM

02/08/17

Accrual Basis

Montour Area Recreation Commission
Statement of Financial Activities
January 2017

	Jan 17
Ordinary Income/Expense	
Income	
Donations Received	
Montour Preserve Donations	231.00
Total Donations Received	231.00
Field User Fees	25.00
Grants	
DCNR Montour Preserve	5,989.99
Montour Co Act 13 Contribution	25,000.00
NBCT -Columbia Cnty Projects	5.96
Total Grants	30,995.95
Talen EBRA Lease	31.46
Total Income	31,283.41
Gross Profit	31,283.41
Expense	
Administrative/Overhead	
Dues & Subscriptions	683.00
Insurance	233.00
Legal Notices	269.75
Miscellaneous	33.00
Office Expense	24.00
Payroll Expenses	4,010.52
Administrative/Overhead - Other	21.41
Total Administrative/Overhead	5,274.68
Montour Preserve	6,022.99
Park & Trail Maintenance	
Hess Recreation Area	65.00
PPL - EBRA	25.00
Total Park & Trail Maintenance	90.00
Special Events	
RTRS	619.09
Total Special Events	619.09
Total Expense	12,006.76
Net Ordinary Income	19,276.65
Net Income	19,276.65

No Assurance Provided

Page 1



MARC 2017 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
				2017 beginning balance					27,178.30
5476	1/3/17	2/2/17	1/1 - 1/31/17	Verizon (Montour Preserve phone)	Montour Preserve	DCNR Montour Preserve grant	153.19		27,025.11
5477	1/5/17	2/2/17	1/1 - 1/31/17	ASCAP (music licensing annual fee)	dues & fees		341.00		26,684.11
5478	1/5/17	2/2/17	1/1 - 1/31/17	PPL Electric Utilities (Montour Preserve electric)	Montour Preserve	DCNR Montour Preserve grant	1,087.20		25,596.91
5479	1/5/17	2/2/17	1/1 - 1/31/17	PPL Electric Utilities (Montour Preserve electric)	Montour Preserve	DCNR Montour Preserve grant	48.09		25,548.82
5480	1/5/17	2/2/17	1/1 - 1/31/17	PPL Electric Utilities (Montour Preserve electric)	Montour Preserve	DCNR Montour Preserve grant	539.25		25,009.57
5481	1/5/17	2/2/17	1/1 - 1/31/17	PPL Electric Utilities (Montour Preserve electric)	Montour Preserve	DCNR Montour Preserve grant	27.49		24,982.08
5482	1/5/17	2/2/17	1/1 - 1/31/17	The Daily Item (advertising of 2017 mowing contract)	public notices		109.00		24,873.08
5483	1/5/17	2/2/17	1/1 - 1/31/17	The Daily Item (Danville News advertising of 2017 mowing contract)	public notices		160.75		24,712.33
5484	1/5/17	2/2/17	1/1 - 1/31/17	Ted Heaps Container Service (trash removal)	\$25 East Branch Rec. Area; \$125 Montour Preserve; \$65 Hess Recreation Area	\$125 to DCNR Montour Preserve grant	215.00		24,497.33
deposit	1/6/17	2/2/17	1/1 - 1/31/17	deposit	\$100 Montour Preserve donation; \$100 Montour Preserve pavilion reservation; \$55 River Towns Half-Marathon registration; \$50 Humdinger registration			305.00	24,802.33
AP	1/17/17	2/2/17	1/1 - 1/31/17	US Treasury (December tax deposit)	payroll taxes		576.40		24,225.93
AP	1/31/17	2/2/17	1/1 - 1/31/17	PA Dept. of Revenue (December tax deposit)	payroll taxes		88.98		24,136.95
5485	1/9/17	2/2/17	1/1 - 1/31/17	Erie Insurance (workers' comp insurance)	insurance		233.00		23,903.95
5486	1/9/17	2/2/17		Betts Excavating (Montour Preserve snow plowing)	Montour Preserve	DCNR Montour Preserve grant	315.00		23,588.95
5487	1/9/17	2/2/17	1/1 - 1/31/17	Robert Stoudt (1/9 expense report)	\$150.06 Humdinger awards/prizes; \$95.92 Humdinger food/drinks; \$58.05 Humdinger misc. supplies; \$101.84 River Towns Race Series advertising; \$21.41 Hess Recreation Area		427.28		23,161.67
5488	1/9/17	2/2/17	1/1 - 1/31/17	MePush (website hosting & maintenance)	\$33 River Towns Race Series advertising; \$33 Montour Preserve; \$33 misc. expenses		99.00		23,062.67
deposit	1/13/17	2/2/17	1/1 - 1/31/17	deposit	\$6,000 Montour County Act 13 contribution; \$100 Montour Preserve pavilion reservation; \$1,585 River Towns Half-Marathon registration; \$1,960 Humdinger registrations; \$2,500 Columbia County projects			12,145.00	35,207.67
5489	1/14/17	2/2/17	N/A	VOID			-		35,207.67



MARC 2017 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
5490	1/14/17	2/2/17		Steve Templin (2016 River Towns Race Series men's champion)	River Towns Race Series awards ceremony - awards/prizes		250.00		34,957.67
5491	1/19/17	2/2/17	1/1 - 1/31/17	Robert Stoudt (12/26/16 - 1/7/17 payroll)	payroll - Stoudt		924.31		34,033.36
5492	1/19/17	2/2/17	1/1 - 1/31/17	Dennis Piatt (payroll 12/26/16 - 1/7/17)	payroll - Piatt		274.65		33,758.71
5493	1/19/17	2/2/17	1/1 - 1/31/17	Jon Beam (payroll 12/26/16 - 1/7/17)	payroll - Beam		165.21		33,593.50
5494	1/19/17	2/2/17	1/1 - 1/31/17	Verizon (Montour Preserve phone)	Montour Preserve	DCNR Montour Preserve grant	152.86		33,440.64
5495	1/19/17	2/2/17	1/1 - 1/31/17	Tyco Integrated Security (Montour Preserve security system monitoring)	Montour Preserve	DCNR Montour Preserve grant	150.00		33,290.64
5496	1/19/17	2/2/17	1/1 - 1/31/17	BMI (annual music licensing fee)	dues & fees		342.00		32,948.64
5497	1/19/17	2/2/17	1/1 - 1/31/17	Larry's Lumber (supplies for Montour Preserve boat house supply racks)	Montour Preserve	DCNR Montour Preserve grant	588.78		32,359.86
5498	1/19/17	2/2/17	1/1 - 1/31/17	PPL Electric Utilities (Montour Preserve electric)	Montour Preserve	DCNR Montour Preserve grant	1,253.82		31,106.04
5499	1/19/17	2/2/17	1/1 - 1/31/17	PPL Electric Utilities (Montour Preserve electric)	Montour Preserve	DCNR Montour Preserve grant	45.55		31,060.49
5500	1/19/17	2/2/17	1/1 - 1/31/17	PPL Electric Utilities (Montour Preserve electric)	Montour Preserve	DCNR Montour Preserve grant	645.46		30,415.03
5501	1/23/17	2/2/17	1/1 - 1/31/17	PPL Electric Utilities (Montour Preserve electric)	Montour Preserve	DCNR Montour Preserve grant	27.12		30,387.91
5502	1/23/17	2/2/17		Candy Fisher (Montour Preserve cleaning)	Montour Preserve	DCNR Montour Preserve grant	680.00		29,707.91
5503	1/23/17	2/2/17	1/1 - 1/31/17	Robert Stoudt (1/23 expense report)	\$100 Humdinger advertising; \$1,505.98 Humdinger awards/prizes; \$257.50 River Towns Race Series awards luncheon (food & drink)		1,863.48		27,844.43
5504	1/23/17	2/2/17	1/1 - 1/31/17	Robert Stoudt (1/21 expense report - Montour Preserve internet service)	Montour Preserve	DCNR Montour Preserve grant	151.18		27,693.25
5505	1/23/17	2/2/17	1/1 - 1/31/17	Dennis Piatt (payroll 1/8 - 1/21)	payroll - Piatt		268.21		27,425.04
5506	1/23/17	2/2/17	1/1 - 1/31/17	Jon Beam (payroll 1/8 - 1/21)	payroll - Beam		212.42		27,212.62
5507	1/23/17	2/2/17	1/1 - 1/31/17	Robert Stoudt (payroll 1/8 - 1/21)	payroll - Stoudt		1,251.23		25,961.39
automatic payment	1/30/17	2/2/17		Service 1st new checks fee	misc. expenses		24.00		25,937.39
deposit	1/30/17	2/2/17	1/1 - 1/31/17	deposit	\$131 Montour Preserve donations; \$1,160 River Towns Half-Marathon registrations; \$2,460 Humdinger registrations; \$25 Hess Field users' fee			3,776.00	29,713.39
AP	1/31/17	2/2/17	1/1 - 1/31/17	PA Unemployment Comp.	payroll taxes		141.55		29,571.84
credit	1/31/17	2/2/17	N/A	re deposit of check #5102 (dated 1/14/16)	misc. income - other			23.25	29,595.09



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Statement Period: 01/01/2017-01/31/2017

Page 1 of 2

Summary of Accounts:

	Ending	YTD	
	Balance	Dividend	Account Number: 584727
Savings			
01 - REGULAR SAVINGS	5.00	0.00	
40 - CHECKING	30,975.88	0.00	
Total	30,980.88	0.00	

Authorized Signer(s): KENNETH A HOLDREN, ROBERT T STOUDET, MICHAEL B MILLS

ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Jan 1		Balance Forward			5.00
Jan 31		Ending Balance			5.00

ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Jan 1		Balance Forward			30,721.61
Jan 4		Draft 005467		-81.50	30,640.11
Jan 4		Draft 005469		-87.31	30,552.80
Jan 4		Draft 005468		-118.95	30,433.85
Jan 6		Deposit by Check	305.00		30,738.85
Jan 6		Draft 005475		-11.20	30,727.65
Jan 6		Draft 005316		-50.00	30,677.65
Jan 6		Draft 005471		-353.90	30,323.75
Jan 9		Draft 005472		-153.41	30,170.34
Jan 9		Draft 005470		-240.00	29,930.34
Jan 10		Draft 005476		-153.19	29,777.15
Jan 10		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 1564577000			
Jan 10		Draft 005481		-27.49	29,749.66
Jan 10		Draft 005479		-48.09	29,701.57
Jan 10		Draft 005482		-109.00	29,592.57
Jan 10		Draft 005483		-160.75	29,431.82
Jan 10		Draft 005480		-539.25	28,892.57
Jan 10		Draft 005478		-1,087.20	27,805.37
Jan 10		Draft 005456		-2,312.00	25,493.37
Jan 11		Draft 005477		-341.00	25,152.37
Jan 13		Deposit by Check	12,145.00		37,297.37
Jan 17		Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		-576.40	36,720.97
Jan 18		Draft 005484		-215.00	36,505.97
Jan 23		Draft 005487		-427.28	36,078.69
Jan 23		Draft 005491		-924.31	35,154.38
Jan 24		Draft 005494		-152.86	35,001.52
Jan 24		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 1564577000			
Jan 24		Draft 005485		-233.00	34,768.52

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Account Number: 584727 **Statement Period:** 01/01/2017-01/31/2017



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ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
		Processed Check - ERIE INSURANCE TYPE: 1256038677 ID: 1256038677			
Jan 24		Draft 005499		-45.55	34,722.97
Jan 24		Draft 005497		-588.78	34,134.19
Jan 24		Draft 005500		-645.46	33,488.73
Jan 24		Draft 005498		-1,253.82	32,234.91
Jan 25		Draft 005496		-342.00	31,892.91
Jan 26		Draft 005488		-99.00	31,793.91
Jan 26		Draft 005504		-151.18	31,642.73
Jan 26		Draft 005492		-274.65	31,368.08
Jan 26		Draft 005503		-1,863.48	29,504.60
Jan 27		Draft 005495		-150.00	29,354.60
Jan 27		Draft 005493		-165.21	29,189.39
Jan 27		Draft 005506		-212.42	28,976.97
Jan 30		Deposit by Check	3,776.00		32,752.97
Jan 31		Withdrawal ACH COMMWLTHOFPA INT TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT		-88.98	32,663.99
Jan 31		Withdrawal ACH UNEMP COMP EFT TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT		-141.55	32,522.44
Jan 31		Draft 005501		-27.12	32,495.32
Jan 31		Draft 005505		-288.21	32,227.11
Jan 31		Draft 005507		-1,251.23	30,975.88
Jan 31		Ending Balance			30,975.88
		Total Deposits 16,226.00			
		Total Withdrawals 15,971.73			

Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Jan 6	□ 005316	50.00	Jan 10	□ 005480	539.25	Jan 27	□ 005495	150.00
Jan 10	□ 005456*	2,312.00	Jan 10	□ 005481	27.49	Jan 25	□ 005496	342.00
Jan 4	□ 005467*	81.50	Jan 10	□ 005482	109.00	Jan 24	□ 005497	588.78
Jan 4	□ 005468	118.95	Jan 10	□ 005483	160.75	Jan 24	□ 005498	1,253.82
Jan 4	□ 005469	87.31	Jan 18	□ 005484	215.00	Jan 24	□ 005499	45.55
Jan 9	□ 005470	240.00	Jan 24	□ 005485	233.00	Jan 24	□ 005500	645.46
Jan 6	□ 005471	353.90	Jan 23	□ 005487*	427.28	Jan 31	□ 005501	27.12
Jan 9	□ 005472	153.41	Jan 26	□ 005488	99.00	Jan 26	□ 005503*	1,863.48
Jan 6	□ 005475*	11.20	Jan 23	□ 005491*	924.31	Jan 26	□ 005504	151.18
Jan 10	□ 005476	153.19	Jan 26	□ 005492	274.65	Jan 31	□ 005505	288.21
Jan 11	□ 005477	341.00	Jan 27	□ 005493	165.21	Jan 27	□ 005506	212.42
Jan 10	□ 005478	1,087.20	Jan 24	□ 005494	152.86	Jan 31	□ 005507	1,251.23
Jan 10	□ 005479	48.09						

* 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

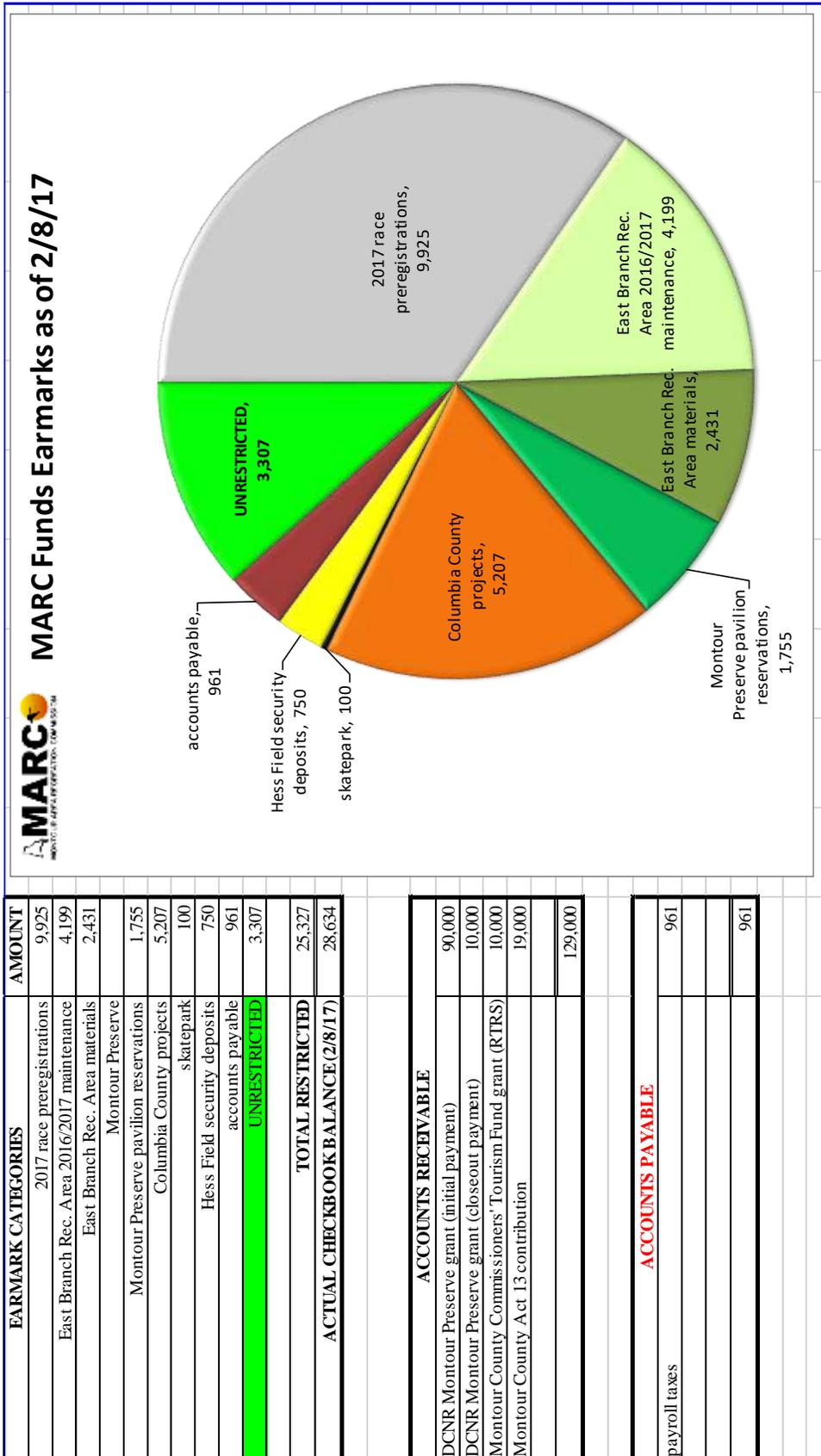
Updated 2/2/17

ending balance from 1/31/17 bank statement	\$ 30,975.88
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 30,975.88
withdrawals not yet cleared (detailed below)	\$ 1,380.79
balance (should agree with checkbook)	\$ 29,595.09
actual checkbook balance	\$ 29,595.09
difference	\$ -

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

WITHDRAWALS NOT YET CLEARED			
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
05/31/16	5220	Alana Crisp (reimbursement for Adobe Illustrator monthly fee)	31.79
07/31/16	5288	Carol Watson (Montour Preserve reservation refund and security deposit refund)	80.00
01/09/17	5486	Betts Excavating	315.00
01/14/17	5490	Steve Templin (2016 RTRS men's champion)	250.00
01/23/17	5502	Candy Fisher (Montour Preserve cleaning)	680.00
01/30/17	AP	Service 1st (new checks fee)	24.00
TOTAL			\$ 1,380.79

MARC FUND EARMARKS





MONTOUR PRESERVE 2017 BUDGETING VS. ACTUAL EXPENSES

REVISED 2/2/2017 R. STOUDT

EXPENSE		2017 BUDGETED	YTD ACTUAL
personnel		30,000	2,663.04
SITE MAINTENANCE & OPERATIONS	cleaning service	3,000	680.00
	HVAC system maintenance	5,500	-
	lawn care	13,500	-
	parking lot / road maintenance	2,500	-
	security system	1,200	150.00
	sewage pumping	1,300	-
	snow plowing	1,500	315.00
	supplies / misc.	5,400	588.78
	water testing	1,500	-
	wildlife management	2,600	-
	UTILITIES	electric	17,000
internet service		2,300	151.18
telephone		1,900	306.05
trash service		1,500	125.00
website hosting / email service		700	33.00
promotional materials		5,000	-
programming & educational supplies		1,500	-
audit		2,100	-
insurance <i>(grant ineligible)</i>		1,500	-
real estate taxes <i>(grant ineligible)</i>		6,500	-
EXPENSE TOTAL		\$ 108,000	\$ 8,686.03

ASSISTANT DIRECTOR'S REPORT

In the past month, the assistant director developed and offered one new public program and hosted the return of the Wildlife Art Expo. Both events were well attended. He offered an educational program for a Muncy Scout Troop. He also hosted the monthly meeting of the Chillisquaque Limestone Run Watershed Association. In addition, he has been scheduling school groups for maple sugaring and has organized a sugaring work day in preparation for the upcoming sugaring season. He also started developing a second new educational presentation for a future program offering.

Jon Beam
1/31/17

MAINTENANCE TECHNICIAN'S REPORT

put up ice warning signs and no sidewalk maint. signs

patrol trails more frequent because of dead white ash trees

built shelves and overhead storage rack in old boat house which is now the PTMT / Sugar Shack maint. complex.

did snow and ice removal tasks as a result of a couple small winter storms

help set up the EEC for two events in January

performed lock maint. on main entrance doors in VC / EEC and put chain and lock in storage room to be used in case of lock failure.

PTMT Dennis Piatt
2/2/17

DIRECTOR'S REPORT

Director's Time Tracking - January

STOUDT	PROJECT YTD TOTAL HOURS	JANUARY																														
		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
admin / other	95.00	3.00	3.00	4.50	6.50	5.00	0.50	2.00	7.00	4.00	1.00	3.00	3.00	2.00	0.50	2.00	2.00	2.00	2.00	2.00	4.00	0.50	0.50	3.50	2.00	1.50	1.50	1.00	0.25	3.00	1.50	
special projects																																
special events																																
East Branch Recreation Area	0.75							0.25																						0.25		
Hess Recreation Area	4.75	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25		
Hopewell Park / Danville Farm Trails	2.50																															
North Branch Canal Trail	2.25																									0.50	1.00					
Riverside Borough river access																																
River Drive trailhead / river access																																
Montour Preserve admin / maintenance	32.75	1.50	2.50	2.50	2.00	0.25	0.25	1.00	1.00	0.25	0.25	0.25	0.25	1.00	1.50	1.50	2.50	0.50	2.00	0.25	0.25	0.25	0.75	0.25	0.25	0.25	0.25	1.00				
Montour Preserve programming																																
Columbia Co. admin/misc.	0.25																															
Columbia Co. North Branch Canal Trail																																
Columbia Co. other																																
RTRS Admin / Misc.	6.00					0.50				1.00					1.00		0.75								0.50	0.50	0.25					
RTRS Awards Luncheon	12.50							0.50					6.00	5.50	0.50																	
Humdinger Trail Races	10.00														2.00	2.50	1.00	1.50	0.25							0.25	0.25	0.25	0.25	0.25		
River Towns Half-Marathon	1.00																0.25									0.25	0.25			0.25		
Scale the Trail 4 Kids																																
Old Forge Brewing Co. 5k																																
Montour 24 Endurance Runs	1.00																															
Hopewell Challenge																																
Chilli Challenge	3.25																1.00	1.50	0.50													
DAILY TOTALS	172.00	4.75	5.75	7.00	8.75	5.25	1.25	2.00	8.50	5.00	2.25	3.25	9.50	8.50	4.00	6.00	4.50	7.25	4.75	6.75	0.75	1.00	5.00	3.00	3.00	3.25	1.50	0.25	4.75	2.00		
WEEKLY PAYROLL TOTAL		39.00															34.00					17.00										
BIWEEKLY PAYROLL TOTAL 2.5		73.00															28.75															
PAYROLL PERIOD 1		2															3															

DIRECTOR'S REPORT (continued)

GRANTS

- **Montour County Commissioners' 2017 Tourism Fund grant application**
 - Application submitted 1/19/17 for \$10,000 to support 2017 River Towns Race Series advertising and promotion
 - Application approved by Montour County Commissioners on 1/24; forwarded to Columbia Montour Visitors Bureau for consideration
 - Columbia Montour Visitors Bureau decision anticipated 2/8
- **DCNR 'Other Parks' Grant (Montour Preserve)**
 - Preliminary paperwork approved
 - Final grant agreement and request for initial payment to be submitted 2/9
 - \$90,000 in funding anticipated within 2 – 3 weeks
 - Final \$10,000 payment will be released to MARC upon successful completion of the year-end performance audit

MANAGED SITES

- **East Branch Recreation Area**
 - As of 2/8/17, \$2,430.66 remains earmarked in MARC's account for site supplies
 - As of 2/8/17, \$4,198.94 remains earmarked in MARC's account for site maintenance through 4/30/17
 - Site maintenance continues to be uneventful; facility usage has been relatively light
- **River Drive parcel (North Branch Canal Trail trailhead and river access)** (no change since last meeting)
 - Additional site enhancements will be done in coming months as schedule and funding permits
- **North Branch Canal Trail** (no change since last meeting)
 - Trail miles 0.0 through 3.5 are open for public use
 - Trail miles 3.5 – 3.9 remain closed due to adjacent landowner conflict, pending guidance from Montour County
 - Trail miles 3.9 – 6.2 in Columbia County remain closed until land transfer is complete
- **Hopewell Park / Danville Borough Farm**
 - The orienteering course designed and installed by Eagle Scout Goody McCormick of Boy Scout Troop 50 in Buckhorn is now complete; mapping has been added to MARC's website (copy provided on page 19 of this agenda packet)
 - New trail signage is being designed for installation by a likely Eagle Scout candidate, anticipated spring/summer 2017
 - bike jumps/skills area proposal to be considered as part of this meeting's agenda (see page 17)

DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

- **Montour Township (Columbia County) parcel**
 - No concerns have been noted

- **Hess Recreation Area**
 - Skatepark (no change since last meeting)
 - Concrete cracks need to be sealed before they become worse
 - Ballfields (no change since last meeting)
 - MARC staff have purchased materials to repair the softball field 1st base dugout, anticipated February/March
 - Stoudt anticipates purchasing and installing a load of infield mix when weather conditions allow, anticipated early March
 - Parking lot
 - At least two loads of stone will be needed this spring to repair extensive potholes throughout the parking lot (estimated materials cost \$700 with additional approximately \$200 MARC labor and approximately \$100 trailer rental to transport Stoudt's tractor to the site)
 - Road (no change since last meeting)
 - Stoudt has gotten contact information for several other possible contractors to seek estimates; information will be provided to Danville Borough when received

- **Montour Preserve**
 - Maple sugaring open houses are scheduled for Saturday, Feb. 25 and Sunday, March 5
 - several school group visits have also been scheduled during week days
 - The 1/28 – 1/29 Wildlife Art Show proved to be a successful event
 - eight artists planned to attend, but three had to cancel due to illness
 - approximately 200 visitors attended the two-day event
 - \$131 in donations received during the event
 - next show scheduled for November 11 & 12, 2017
 - MARC staff continue to take down a significant number of dead ash trees along road and trail corridors, though a large number of trees remain to be cut; work will be ongoing through the winter and early spring
 - Site usage remains light during recent weeks; winter hours remain in effect for the visitors' center
 - As of 12/31/16, MARC has so far raised \$419,063.68 in donations and pledges for the Montour Preserve

DIRECTOR'S REPORT (continued)

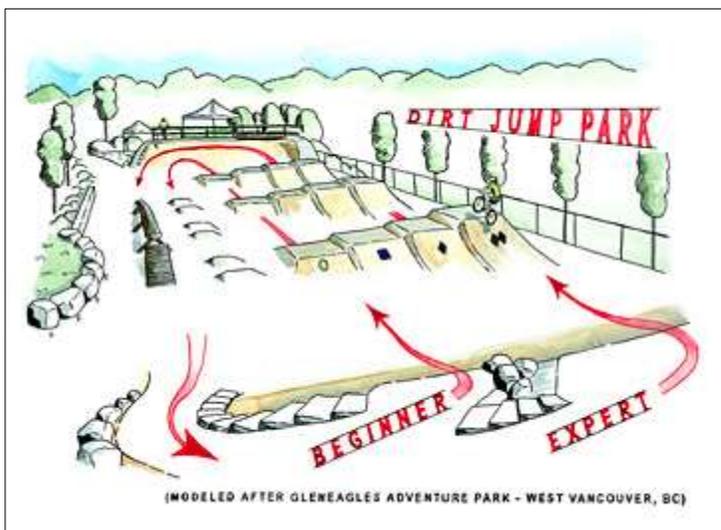
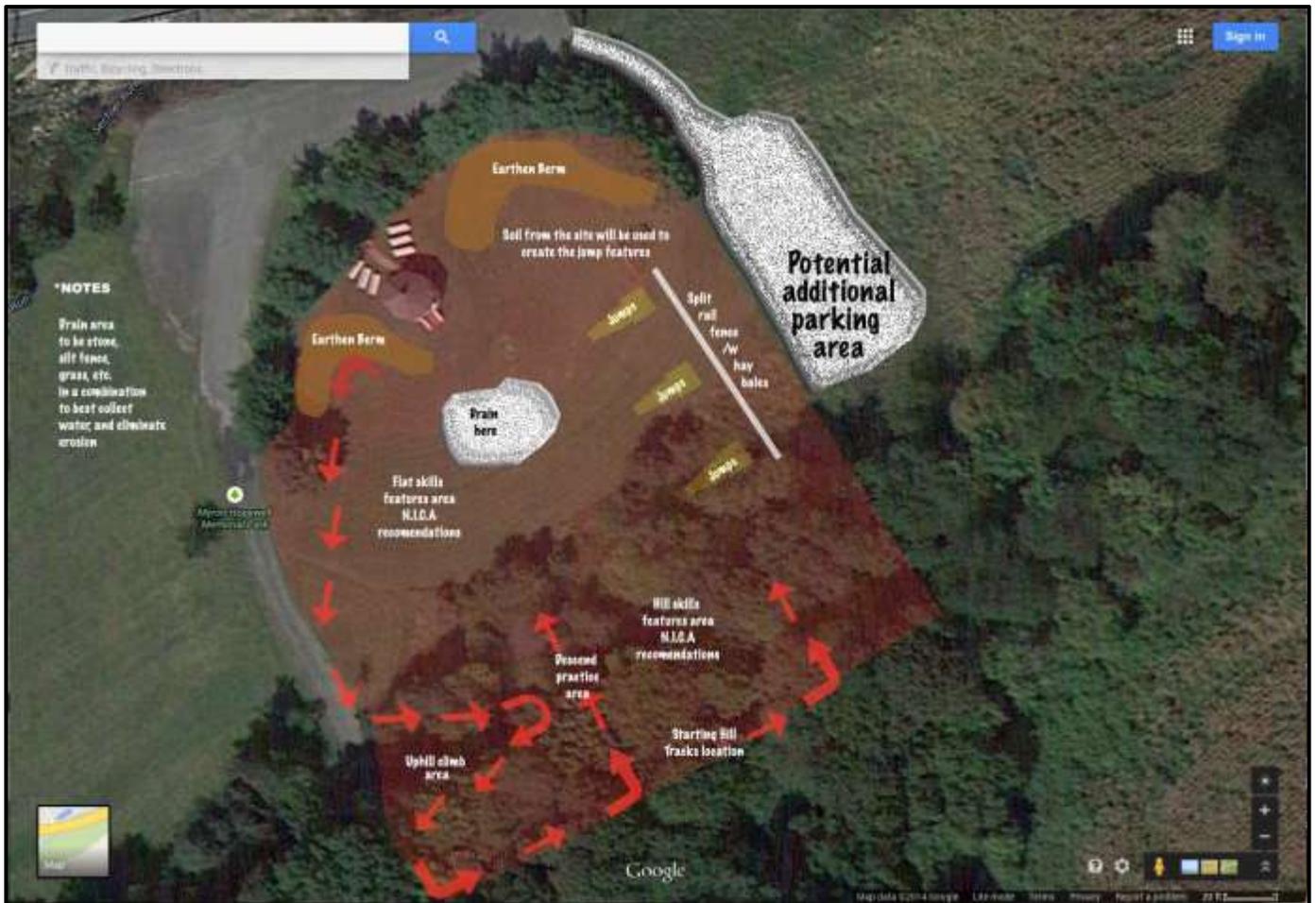
SPECIAL EVENTS / PROJECTS

- **River Towns Race Series**
 - Volunteers are needed to assist with setup of the Humdinger Trail Races during the week of 2/26 – 3/3; volunteers are also needed to assist with day-of-race operations on Saturday, March 4
 - MARC's insurance policy for River Towns Race Series races has been modified to allow for a January renewal of the policy; this will allow for more timely submission of PennDOT and local municipal permits, particularly for the River Towns Half-Marathon
 - As of 2/8, 2017 River Towns Race Series registrations include:
 - Humdinger: 235 (300 cap; anticipating sell-out)
 - River Towns Half-Marathon: 96 (500 cap; not anticipating sell-out)
 - Scale the Trail 4 Kids (registration not yet open)
 - Old Forge Brewing Company Beer Run (registration not yet open)
 - Montour 24 Endurance Runs: 151 (260 cap; some categories already sold out)
 - Hopewell Challenge (registration not yet open)
 - Chilli Challenge (registration not yet open)

UPCOMING EVENTS AND MEETINGS

- 2/10 PA Conservation Legacy documentaries (Montour Preserve)
- 2/11 Montour Preserve sugar shack cleanup
- 2/17 Great Backyard Bird Count (Montour Preserve)
- 2/18 Montour Preserve maple sugar tree tapping
- 2/25 Montour Preserve Maple Sugaring Open House
- 2/26 Humdinger pig barn setup (**VOLUNTEERS NEEDED**)
- 3/4 Humdinger Trail Runs (**VOLUNTEERS NEEDED**)
- 3/5 Montour Preserve Maple Sugaring Open House
- 3/13 MARC March meeting

HOPEWELL PARK BIKE JUMPS/SKILLS AREA PROPOSAL (CONCEPT FOR CONSIDERATION ONLY; FINAL DESIGN EXPECTED TO VARY)



Montour Preserve - Lake Chillisquaque 2017 Voluntary Launch Tags Now Available



Show your support for the Montour Preserve by getting a 2017 Voluntary Launch Tag. These tags are not required to use Lake Chillisquaque or the Montour Preserve's boat launch, but your voluntary support will help keep the lake and Preserve facilities open to the public.

To get your tag, please see any Montour Area Recreation Commission staff member at the Montour Preserve or complete and mail this form to:

MARC | PO Box 456 | Danville, PA 17821

NAME (mail to) _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

VOLUNTARY DONATION AMOUNT _____

(PLEASE MAKE CHECKS PAYABLE TO 'MARC' AND WRITE '2017 LAUNCH TAG' IN THE CHECK'S MEMO LINE)

Please keep me informed by email about the Montour Preserve _____
(email address)



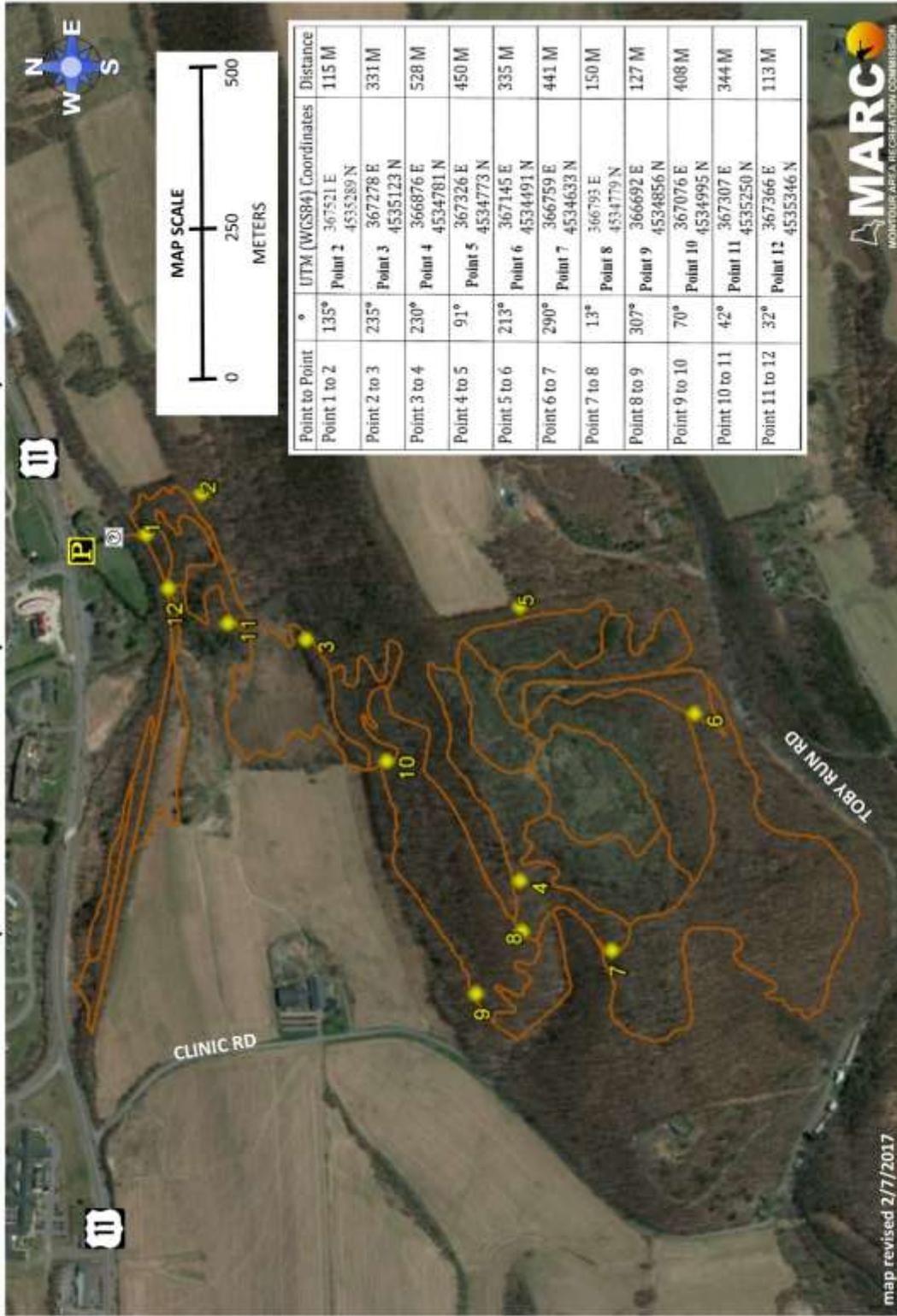
Learn more about fishing and boating at the Montour Preserve or find copies of this form at:

www.MontourPreserve.org/fish-boat/



HOPEWELL PARK / DANVILLE BOROUGH FARM 'GOODERHAM' ORIENTEERING COURSE

1000 Montour Blvd, Danville, PA 17821
 (Point 1 is visible from the park's information kiosk)



map revised 2/7/2017



MARC thanks Eagle Scout Goody McCormick of Boy Scout Troop 50 in Buckhorn for creating this orienteering course.
 For copies of this map or to learn more about this site, please visit: montourrec.com/hopewell-parkdanville-borough-farm/