



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

## **January 28, 2019 Regular Meeting Agenda**

7:00pm - DRIVE conference room, 17 Woodbine Ln, Suite 103, Danville, PA 17821

### **Call to Order**

### **Officer Reports**

- Chairman's Report (Mike Mills)
  - Board Reorganization / Election of 2019 Officers
  - Recognition of Outgoing and Incoming Board Members
- Treasurer's Report (Bill Lavage) (**pages 2– 24**)
- Secretary's Report (Chris Johns)

### **Partner Reports**

- Washingtonville Borough (Frank Dombroski / Tyler Dombroski)
- Danville Borough (Kevin Herritt / Dr. Dan Rogers)
- Riverside Borough (Bill Lavage / Dr. Victor Marks)
- Montour County (Commissioner Dan Hartman)
- Danville Area School District (Chris Johns)

### **Public Comment**

**Assistant Director's Report** (Jon Beam) (**page 25**)

**Maintenance Technician's Report** (Dennis Piatt) (**page 25**)

**Director's Report** (Bob Stoudt) (**pages 26 – 33**)

- 2018 Annual Report Review (**file provided separately**)

### **Old Business**

- 2019 DCED Montour Preserve grant (**grant agreement provided separately**)

### **New Business**

### **Other Items**

### **Adjournment**

*next meeting: February 25, 2019*



## MARC Savings Account (ID 01) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Debit (-)	Credit (+)	Account Balance
deposit	11/29/18	12/10/18	11/1 - 11/30/18	DCNR Montour Preserve grant			90,000.00	90,012.82
online transfer	11/29/18	12/10/18	11/1 - 11/30/18	online funds transfer to general checking account to reimburse remaining balance of 8/19 - 9/15 grant-eligible labor (initial transfer made 9/28)		2,733.47		87,279.35
online transfer	11/29/18	12/10/18	11/1 - 11/30/18	online funds transfer to general checking account to reimburse bills paid 9/1 - 9/30		434.17		86,845.18
online transfer	11/29/18	12/10/18	11/1 - 11/30/18	online funds transfer to general checking account to reimburse grant-eligible labor 9/16 - 11/24		7,878.98		78,966.20
online transfer	11/29/18	12/10/18	11/1 - 11/30/18	online funds transfer to general checking account to reimburse bills paid 10/1 - 11/30		11,533.83		67,432.37
online transfer	12/27/18	1/3/19	12/1 - 12/31/18	online funds transfer to DCNR grant checking account to reimburse bills paid 12/27		3,868.83		63,563.54
online transfer	12/27/18	1/3/19	12/1 - 12/31/18	online funds transfer to general checking account to reimburse 11/25 - 12/22/18 grant-eligible labor		2,471.54		61,092.00
online transfer	12/27/18	1/3/19	12/1 - 12/31/18	online funds transfer to general checking account to reimburse grant-eligible expenses 12/1 - 12/31/18		938.69		60,153.31
dividend interest	12/31/18	1/3/19	12/1 - 12/31/18	dividend interest earned 10/1 - 12/31/18			9.00	60,162.31



## MARC Savings Account (ID 01) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Debit (-)	Credit (+)	Account Balance
				2019 beginning balance				60,162.31
transfer	1/17/19			transfer to grant checking account to reimburse bills paid 1/9		32.97		60,129.34
transfer	1/22/19			transfer to grant checking account to reimburse bills paid 1/9		303.50		59,825.84
transfer	1/23/19			transfer to grant checking account to reimburse bills paid 1/23		2,147.15		57,678.69
transfer	1/23/19			transfer to grant checking account to reimburse bill paid 1/23		174.73		57,503.96
transfer	1/23/19			transfer to general checking account to reimburse grant-eligible labor 12/23/18 - 1/19/19		3,616.16		53,887.80
transfer	1/23/19			transfer to general checking account to reimburse grant-eligible expenses paid 1/1 - 1/23/19		1,273.05		52,614.75

 <b>Montour Preserve Grant Checking Account (ID 41) Register</b>								
Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Debit (-)	Credit (+)	Account Balance
287	12/27/18	1/3/19		Verizon (telephone)	Montour Preserve (telephone)	104.74		(104.70)
288	12/27/18	1/3/19		PPL Electric Utilities (electricity)	Montour Preserve (electricity)	939.96		(1,044.66)
289	12/27/18	1/3/19		PPL Electric Utilities (electricity)	Montour Preserve (electricity)	44.94		(1,089.60)
290	12/27/18	1/3/19		PPL Electric Utilities (electricity)	Montour Preserve (electricity)	580.19		(1,669.79)
291	12/27/18	1/3/19		PPL Electric Utilities (electricity)	Montour Preserve (electricity)	30.97		(1,700.76)
292	12/27/18	1/3/19		Candy Fisher (cleaning service)	Montour Preserve (cleaning service)	640.00		(2,340.76)
293	12/27/18	1/3/19		VOID		-		(2,340.76)
294	12/27/18	1/3/19		Robert Stoudt (12/26 expense report: MailChimp email service, HughesNet internet service, Best Line Equipment Bobcat repair)	\$5.30 Montour Preserve (email service); \$5.30 Montour Preserve (email service); \$5.30 Montour Preserve (email service); \$172.33 Montour Preserve (internet); \$172.33 Montour Preserve (internet); \$1,167.51 Montour Preserve (maintenance/misc)	1,528.07		(3,868.83)
online transfer	12/27/18	1/3/19	12/1 - 12/31/18	online funds transfer from savings account to reimburse bills paid 12/27			3,868.83	0.00
dividend interest	12/31/18	1/3/19	12/1 - 12/31/18	dividend interest earned 12/1 - 12/31/18			0.03	0.03

 <b>Montour Preserve Grant Checking Account (ID 41) Register</b>								
Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Debit (-)	Credit (+)	Account Balance
				2019 beginning balance				0.03
295	1/9/19			MePush, Inc. (Montour Preserve website hosting)	Montour Preserve (website hosting)	33.00		(32.97)
296	1/9/19			Ted Heaps Container Service (trash removal)	Montour Preserve (trash removal)	125.00		(157.97)
297	1/9/19			ASCAP (music licensing fee)	Montour Preserve (programming)	178.50		(336.47)
transfer	1/17/19			transfer from savings account to reimburse bills paid 1/9			32.97	(303.50)
transfer	1/22/19			transfer from savings account to reimburse bills paid 1/9			303.50	-
298	1/23/19			Johnson Controls Security Solutions (Montour Preserve security system quarterly monitoring fee)	Montour Preserve (security system)	200.32		(200.32)
299	1/23/19			Verizon (telephone)	Montour Preserve (telephone)	109.94		(310.26)
300	1/23/19			BMI (music licensing fee)	Montour Preserve (programming)	179.00		(489.26)
301	1/23/19			PPL Electric Utilities (electricity)	Montour Preserve (electricity)	952.26		(1,441.52)
302	1/23/19			PPL Electric Utilities (electricity)	Montour Preserve (electricity)	49.34		(1,490.86)
303	1/23/19			PPL Electric Utilities (electricity)	Montour Preserve (electricity)	624.13		(2,114.99)
304	1/23/19			PPL Electric Utilities (electricity)	Montour Preserve (electricity)	32.16		(2,147.15)
fee	1/23/19			new checks fee (GRANT INELIGIBLE)	office expenses	17.00		(2,164.15)
transfer	1/23/19			transfer from general checking account to reimburse new checks fee (GRANT INELIGIBLE)			17.00	(2,147.15)
transfer	1/23/19			transfer from savings account to reimburse bills paid 1/23			2,147.15	0.00
305	1/23/19			Robert Stoudt (1/23 expense report - tire chains for Bobcat)	Montour Preserve (maintenance / misc.)	174.73		(174.73)
transfer	1/23/19			transfer from savings account to reimburse bill paid 1/23			174.73	0.00

 <b>MARC 2018 Checking Account (ID 40) Register</b>									
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 (# Applicable)	Debit (-)	Credit (+)	Account Balance
debit card	10/31/18	12/10/18	11/1 - 11/30/18	Staples (paper and printer toner cartridges)	office expenses		156.84		40,276.11
debit card	10/31/18	12/10/18	11/1 - 11/30/18	Cole's Hardware (chainsaw oil and screws)	park maintenance tools & supplies		20.00		40,256.11
debit card	11/7/18	12/10/18	11/1 - 11/30/18	Sheetz (diesel fuel)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	29.16		40,226.95
debit card	11/7/18	12/10/18	11/1 - 11/30/18	Amazon.com (printer)	office expenses		208.78		40,018.17
debit card	11/7/18	12/10/18	11/1 - 11/30/18	Amazon.com (printer toner cartridges)	office expenses		67.86		39,950.31
debit card	11/7/18	12/10/18	11/1 - 11/30/18	Amazon.com (printer toner cartridges)	office expenses		194.99		39,755.32
debit card	11/9/18	12/10/18	11/1 - 11/30/18	Cole's Hardware (leaf rake, tape and glue)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	43.38		39,711.94
debit card	11/12/18	12/10/18	11/1 - 11/30/18	NBS Fuel (diesel fuel)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	16.24		39,695.70
debit card	11/12/18	12/10/18	11/1 - 11/30/18	Amazon.com (100 driveway marker stakes)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	90.09		39,605.61
5953	11/12/18	12/10/18	11/1 - 11/30/18	Brian Sokol Trucking (5 tri-axle loads 2A stone, 1 tri-axle load 1B stone)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	2,505.88		37,099.73
debit card	11/14/18	12/10/18	11/1 - 11/30/18	USPS Danville (stamps)	office expenses		20.00		37,079.73
5954	11/14/18	12/10/18	11/1 - 11/30/18	US Department of Agriculture (Montour Preserve wildlife management)	Montour Preserve (wildlife management)	DCNR Montour Preserve	414.62		36,665.11
5955	11/14/18	12/10/18	11/1 - 11/30/18	Big Pop's Mowing	\$696 Hess Recreation Area; \$200 River Drive parcel; \$160 Hopewell Park; \$150 North Branch Canal Trail; \$80 Columbia County projects (NBCT); \$1,875 Montour Preserve (mowing)	\$1,875 DCNR Montour Preserve	3,161.00		33,504.11
5956	11/14/18	12/10/18	12/1 - 12/31/18	Starr Portables (Montour Preserve restroom sewage pumping)	Montour Preserve (sewage pumping)	DCNR Montour Preserve	450.00		33,054.11
5957	11/14/18	12/10/18	11/1 - 11/30/18	MePush, Inc. (website hosting)	\$33 Montour Preserve (website); \$33 River Towns Race Series (advertising); \$33 misc. expenses	\$33 DCNR Montour Preserve; \$33 Montour Co. Commissioners' Tourism Fund grant (RTRS)	99.00		32,955.11
5958	11/14/18	12/10/18	11/1 - 11/30/18	Ted Heaps Container Service (trash removal)	\$125 Montour Preserve (trash); \$65 Hess Recreation Area	\$125 DCNR Montour Preserve	190.00		32,765.11
5959	11/14/18	12/10/18	11/1 - 11/30/18	Johnson Controls Security Solutions (Montour Preserve security system repair)	Montour Preserve (security system)	DCNR Montour Preserve	557.44		32,207.67
5960	11/14/18	12/10/18	11/1 - 11/30/18	Erie Insurance Exchange (workers' comp insurance)	insurance		329.00		31,878.67
5961	11/14/18	12/10/18	11/1 - 11/30/18	Dennis Piatt (payroll 10/28 - 11/10)	payroll - Piatt		479.17		31,399.50
5962	11/14/18	12/10/18	11/1 - 11/30/18	Jon Beam (payroll 10/28 - 11/10)	payroll - Beam		331.94		31,067.56
5963	11/14/18	12/10/18	11/1 - 11/30/18	Lesley Yeich (payroll 10/28 - 11/10)	payroll - Yeich		78.81		30,988.75
5964	11/14/18	12/10/18	11/1 - 11/30/18	Robert Stoudt (payroll 10/28 - 11/10)	payroll - Stoudt		1,210.49		29,778.26
automatic payment	11/15/18	12/10/18	11/1 - 11/30/18	US Treasury (October payroll taxes)	payroll taxes		1,576.46		28,201.80
automatic payment	11/15/18	12/10/18	11/1 - 11/30/18	PA Dept. of Revenue (October payroll taxes)	payroll taxes		192.31		28,009.49
5965	11/28/18	12/10/18	12/1 - 12/31/18	PPL Electric Utilities (Montour Preserve)	Montour Preserve (electricity)	DCNR Montour Preserve	41.17		27,968.32
5966	11/28/18	12/10/18	12/1 - 12/31/18	PPL Electric Utilities (Montour Preserve)	Montour Preserve (electricity)	DCNR Montour Preserve	369.32		27,599.00
5967	11/28/18	12/10/18	12/1 - 12/31/18	PPL Electric Utilities (Montour Preserve)	Montour Preserve (electricity)	DCNR Montour Preserve	57.27		27,541.73
5968	11/28/18	12/10/18	12/1 - 12/31/18	PPL Electric Utilities (Montour Preserve)	Montour Preserve (electricity)	DCNR Montour Preserve	683.17		26,858.56
5969	11/28/18	12/10/18	12/1 - 12/31/18	Verizon (Montour Preserve telephone)	Montour Preserve (telephone)	DCNR Montour Preserve	103.81		26,754.75
5970	11/28/18	12/10/18	12/1 - 12/31/18	PPL Electric Utilities (Hess Recreation Area electricity)	Hess Recreation Area		39.36		26,715.39
deposit	11/29/18	12/10/18	11/1 - 11/30/18	deposit	\$100 unrestricted donation; \$5 Montour Preserve donation; \$375 Montour Preserve pavilion reservations; \$325 Montour Preserve auditorium reservations; \$485 Humdinger 2019 race registrations			1,290.00	28,005.39
online transfer	11/29/18	12/10/18	11/1 - 11/30/18	online funds transfer from savings account to reimburse remaining balance of 8/19 - 9/15 grant-eligible labor (initial transfer made 9/28)				2,733.47	30,738.86
online transfer	11/29/18	12/10/18	11/1 - 11/30/18	online funds transfer from savings account to reimburse bills paid 9/1 - 9/30				434.17	31,173.03
online transfer	11/29/18	12/10/18	11/1 - 11/30/18	online funds transfer from savings account to reimburse grant-eligible labor 9/16 - 11/24				7,878.98	39,052.01
online transfer	11/29/18	12/10/18	11/1 - 11/30/18	online funds transfer from savings account to reimburse bills paid 10/1 - 11/30				11,533.83	50,585.84
debit card	11/29/18	12/10/18	12/1 - 12/31/18	Cole's Hardware (screws, eye bolt and nut to repair pig barn vandalism damages)	park maintenance tools & supplies		45.83		50,540.01
interest dividend	11/30/18	12/10/18	11/1 - 11/30/18	dividend interest earned 11/1 - 11/30/18	interest			4.84	50,544.85

CONTINUED NEXT PAGE



## MARC 2018 Checking Account (ID 40) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
5971	11/28/18	1/3/19	12/1 - 12/31/18	Big Pop's Mowing	\$223 Hess Recreation Area; \$40 Hopewell Park; \$450 Montour Preserve (mowing)	\$450 DCNR Montour Preserve	713.00		49,831.85
debit card	12/4/18	1/3/19	12/1 - 12/31/18	Cole's Hardware (screws, hooks and hinges)	Humdinger 2019 (supplies/misc)		130.62		49,701.23
debit card	12/4/18	1/3/19	12/1 - 12/31/18	Cole's Hardware (work light and dust masks)	Humdinger 2019 (supplies/misc)		126.63		49,574.60
debit card	12/4/18	1/3/19	12/1 - 12/31/18	Cole's Hardware (driveway markers, bird seed, funnel, wedge, pry bar)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	214.11		49,360.49
5972	12/11/18	1/3/19	12/1 - 12/31/18	Dennis Piatt (reimbursement for Larry's Lumber plywood purchase)	Humdinger 2019 (supplies/misc)		360.48		49,000.01
5973	12/11/18	1/3/19	12/1 - 12/31/18	Dennis Piatt (payroll 11/11 - 11/24)	payroll - Piatt		273.39		48,726.62
5974	12/11/18	1/3/19	12/1 - 12/31/18	Robert Stoudt (payroll 11/11 - 11/24)	payroll - Stoudt		1,119.55		47,607.07
5975	12/11/18	1/3/19	12/1 - 12/31/18	MePush, Inc. (website hosting)	\$33 Montour Preserve (website); \$33 River Towns Race Series (advertising); \$33 misc. expenses	\$33 DCNR Montour Preserve; \$33 Montour Co. Commissioners' Tourism Fund grant (RTRS)	99.00		47,508.07
5976	12/11/18	1/3/19	12/1 - 12/31/18	Ted Heaps Container Service (trash removal)	\$125 Montour Preserve (trash); \$65 Hess Recreation Area	\$125 DCNR Montour Preserve	190.00		47,318.07
5977	12/11/18	1/3/19	12/1 - 12/31/18	Elijah Evans Excavating (Hess Rec. Area trail repairs)	Hess Recreation Area		900.00		46,418.07
5978	12/11/18	1/3/19	12/1 - 12/31/18	Dennis Piatt (payroll 11/25 - 12/8)	payroll - Piatt		368.45		46,049.62
5979	12/11/18	1/3/19	12/1 - 12/31/18	Jon Beam (payroll 11/25 - 12/8)	payroll - Beam		139.88		45,909.74
5980	12/11/18	1/3/19	12/1 - 12/31/18	Lesley Yeich (payroll 11/25 - 12/8)	payroll - Yeich		295.56		45,614.18
5981	12/11/18	1/3/19	12/1 - 12/31/18	Robert Stoudt (payroll 11/25 - 12/8)	payroll - Stoudt		1,286.18		44,328.00
automatic payment	12/17/18	1/3/19	12/1 - 12/31/18	federal tax deposit (November)	payroll taxes		544.54		43,783.46
automatic payment	12/17/18	1/3/19	12/1 - 12/31/18	state tax deposit (November)	payroll taxes		78.95		43,704.51
debit card	12/26/18	1/3/19	12/1 - 12/31/18	Cole's Hardware (bird seed)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	116.58		43,587.93
5982	12/27/18	1/3/19		Robert Stoudt (12/26 expense report: MailChimp email service, VinylDisorder Montour Preserve launch tags and MARC supporter stickers, LogoTags.com MARC supporter tags)	\$5.30 River Towns Race Series (advertising); \$5.30 River Towns Race Series (advertising); \$5.30 River Towns Race Series (advertising); \$5.30 misc. expenses; \$5.30 misc. expenses; \$5.30 misc. expenses; \$187.70 Montour Preserve (promotional items GRANT INELIGIBLE); \$353.50 admin / misc. expenses)	\$5.30 Montour County Commissioners' Tourism Fund (RTRS); \$5.30 Montour County Commissioners' Tourism Fund (RTRS); \$5.30 Montour County Commissioners' Tourism Fund (RTRS)	573.00		43,014.93
5983	12/27/18	1/3/19		Lesley Yeich (reimbursement for 12/5 Cole's Hardware purchase of hook and eye hardware)	Humdinger 2019 (supplies/misc)		10.57		43,004.36
5984	12/27/18	1/3/19		PPL Electric Utilities (Hess Recreation Area electricity)	Hess Recreation Area		102.85		42,901.51
5985	12/27/18	1/3/19		Dennis Piatt (payroll 12/9 - 12/22)	payroll - Piatt		368.47		42,533.04
5986	12/27/18	1/3/19		Jon Beam (payroll 12/9 - 12/22)	payroll - Beam		253.51		42,279.53
5987	12/27/18	1/3/19		Lesley Yeich (payroll 12/9 - 12/22)	payroll - Yeich		78.81		42,200.72
5988	12/27/18	1/3/19		Robert Stoudt (payroll 12/9 - 12/22)	payroll - Stoudt		1,298.64		40,902.08
online transfer	12/27/18	1/3/19	12/1 - 12/31/18	online funds transfer from savings account to reimburse 11/25 - 12/22/18 grant-eligible Montour Preserve labor				2,471.54	43,373.62
online transfer	12/27/18	1/3/19	12/1 - 12/31/18	online funds transfer from savings account to reimburse 12/1 - 12/31/18 Montour Preserve grant-eligible expenses				938.69	44,312.31
deposit	12/28/18	1/3/19	12/1 - 12/31/18	deposit	\$175 Montour Preserve pavilion reservations; \$780 Humdinger 2019 reservations			955.00	45,267.31
dividend interest	12/31/18	1/3/19	12/1 - 12/31/18	dividend interest earned 12/1 - 12/31/18	interest			6.06	45,273.37



## MARC 2019 Checking Account (ID 40) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
				2019 beginning balance					45,273.37
debit card	1/4/19			Friedman Electric (light bulbs)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	198.23		45,075.14
5989	1/6/19			Klein Artworks (MARC annual reports)	admin / miscellaneous expenses		400.00		44,675.14
5990	1/9/19			Dennis Piatt (payroll 12/23/18 - 1/5/19)	payroll - Piatt		232.80		44,442.34
5991	1/9/19			Jon Beam (payroll 12/23/18 - 1/5/19)	payroll - Beam		78.68		44,363.66
5992	1/9/19			Lesley Yeich (payroll 12/23/18 - 1/5/19)	payroll - Yeich		111.65		44,252.01
5993	1/9/19			Robert Stoudt (payroll 12/23/18 - 1/5/19)	payroll - Stoudt		1,154.07		43,097.94
5994	1/9/19			Cape May Woodshop (Humdinger finishers' medals)	Humdinger (awards & prizes)		1,500.00		41,597.94
5995	1/9/19			The Daily Item (2019 meeting schedule advertising)	legal notices		259.85		41,338.09
5996	1/9/19			MePush, Inc. (MARC and RTRS website hosting)	\$33 misc. expenses; \$33 Humdinger (advertising)	\$6.80 Montour Co. Commissioners' 2018 Tourism Fund grant (RTRS)	66.00		41,272.09
5997	1/9/19			Ted Heaps Container Service (trash removal)	Hess Recreation Area		65.00		41,207.09
5998	1/9/19			ASCAP (music licensing fee)	dues & subscriptions		178.50		41,028.59
debit card	1/11/19			USPS Danville (stamps)	office expenses		20.00		41,008.59
debit card	1/14/19			Cole's Hardware (sled, rope and carabiners for ice rescues, batteries)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	93.82		40,914.77
automatic payment	1/15/19			federal payroll taxes - December	payroll taxes		1,404.44		39,510.33
automatic payment	1/15/19			state payroll taxes - December	payroll taxes		205.56		39,304.77
debit card	1/15/19			Klein Artworks (MARC donation rack cards)	admin / miscellaneous expenses		88.00		39,216.77
debit card	1/16/19			Food Shop 1 (diesel fuel)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	20.70		39,196.07
debit card	1/16/19			Cole's Hardware (cable ties and rock salt)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	118.87		39,077.20
debit card	1/16/19			Amazon.com (chainsaw chaps suspenders and brochure holders)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	316.18		38,761.02
debit card	1/18/19			Cole's Hardware (driveway markers and spikes)	park maintenance tools & supplies		65.90		38,695.12
debit card	1/18/19			Cole's Hardware (screws and storage case)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	31.25		38,663.87
5999	1/23/19			BMI (music licensing fee)	dues & subscriptions		179.00		38,484.87
6000	1/23/19			Dennis Piatt (payroll 1/6/19 - 1/19/19)	payroll - Piatt		376.77		38,108.10
6001	1/23/19			Jon Beam (payroll 1/6/19 - 1/19/19)	payroll - Beam		340.68		37,767.42
6002	1/23/19			Lesley Yeich (payroll 1/6/19 - 1/19/19)	payroll - Yeich		236.44		37,530.98
6003	1/23/19			Robert Stoudt (payroll 1/6/19 - 1/19/19)	payroll - Stoudt		1,399.23		36,131.75
debit card	1/23/19			Cole's Hardware (space heaters for Montour Preserve EEC auditorium)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	494.00		35,637.75
fee	1/23/19			new checks fee	office expenses		34.00		35,603.75
transfer	1/23/19			transfer to grant checking account to reimburse new checks fee			17.00		35,586.75
6004	1/23/19			Susan Shultz, CPA (Q4 accounting and payroll processing)	accounting		385.00		35,201.75
transfer	1/23/19			transfer from savings account to reimburse grant-eligible bills paid 1/1 - 1/23				1,273.05	36,474.80
transfer	1/23/19			transfer from savings account to reimburse grant-eligible labor 12/23/18 - 1/19/19				3,616.16	40,090.96
deposit	1/24/19			deposit	\$335 Montour Preserve (pavilion reservations); \$539.95 Montour Preserve (donations); \$1,160 Humdinger (registrations); \$25 Hess Recreation Area users' fee			2,059.95	42,150.91
automatic payment	1/31/19			US Treasury (Q4 taxes)	payroll taxes		6.12		42,144.79
automatic payment	1/31/19			PA UC Fund (Q4 taxes)	payroll taxes		118.30		42,026.49
automatic payment	1/31/19			Danville Area Earned Income (Q4 taxes)	payroll taxes		281.98		41,744.51



Federal Credit Union | Friends you can bank on.

CORPORATE OFFICE  
1985 MONTOUR BLVD.  
P.O. BOX 159  
DANVILLE, PA 17821-0159

ADDRESS SERVICE REQUESTED

MONTOUR AREA RECREATION COMMISSION  
1778 OAKWOOD DR  
PO BOX 456  
DANVILLE PA 17821



Presorted  
First-Class Mail  
U.S. Postage  
Paid  
IDS

800.562.6049 | www.service1.org | Federally Insured By NCUA

Statement Period: 12/01/2018-12/31/2018

Page 1 of 3

### Summary of Accounts:

	Ending Balance	YTD Dividend	Account Number: 584727
<b>Savings</b>			
01 - REGULAR SAVINGS	60,162.31	44.31	
40 - CHECKING	47,959.22	64.82	
41 - GRANT CHECKING	3,868.90	0.79	
<b>Total</b>	<b>111,990.43</b>	<b>109.92</b>	

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

#### ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Dec 1		Balance Forward			67,432.37
Dec 27		Withdrawal Home Banking Transfer To Share 41 bills paid 12/27/18		-3,868.83	63,563.54
Dec 27		Withdrawal Home Banking Transfer To Share 40 grant-eligible labor 11/25 - 12/22		-2,471.54	61,092.00
Dec 27		Withdrawal Home Banking Transfer To Share 40 grant-eligible expenses 12/1 - 12/31		-938.69	60,153.31
Dec 31		Deposit Dividend Dividend Post Annual Percentage Yield Earned 0.150% from 10/01/2018 through 12/31/2018 On Average Daily Balance of 23,800.32	9.00		60,162.31
Dec 31		Ending Balance			60,162.31
		Total Deposits 9.00			
		Total Withdrawals 7,279.06			

#### ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Dec 1		Balance Forward			52,334.78
Dec 1		Withdrawal Debit Card 11/29 COLES HARDWARE - DANVILLE DANVILLE PA		-45.83	52,288.95
Dec 3		Draft 5956		-450.00	51,838.95
Dec 4		Draft 5969		-103.81	51,735.14
Dec 4		Processed Check - VERIZON FINANCA TYPE: PAYMENTS ID: 8564577000			
Dec 4		Draft 5970		-39.36	51,695.78
Dec 4		Draft 5965		-41.17	51,654.61
Dec 4		Draft 5967		-57.27	51,597.34
Dec 4		Draft 5966		-369.32	51,228.02
Dec 4		Draft 5968		-683.17	50,544.85
Dec 6		Withdrawal Debit Card 12/4 COLES HARDWARE - DANVILLE DANVILLE PA		-214.11	50,330.74
Dec 6		Withdrawal Debit Card 12/4 COLES HARDWARE - DANVILLE DANVILLE PA		-126.63	50,204.11
Dec 6		Withdrawal Debit Card		-130.62	50,073.49

Want your statement earlier? View it online! Sign-up today at [www.service1.org](http://www.service1.org)

Stay connected! Follow us on Facebook, Twitter and Instagram to keep up with what's happening at Service 1st.



www.facebook.com/service1stfcu  
 www.twitter.com/service1st  
 www.instagram.com/service1stfcu

**Account Number:** 584727 **Statement Period:** 12/01/2018-12/31/2018

**ID 40 CHECKING - Continued**

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
		12/4 COLES HARDWARE - DANVILLE DANVILLE PA			
Dec 12		Draft 5971		-713.00	49,360.49
Dec 13		Draft 5974		-1,119.55	48,240.94
Dec 13		Draft 5981		-1,286.18	46,954.76
Dec 14		Draft 5973		-273.39	46,681.37
Dec 14		Draft 5972		-360.48	46,320.89
Dec 14		Draft 5978		-368.45	45,952.44
Dec 17		Withdrawal ACH COMMWLTHOFPA INT TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT		-78.95	45,873.49
Dec 17		Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		-544.54	45,328.95
Dec 19		Draft 5976		-190.00	45,138.95
Dec 19		Draft 5980		-295.56	44,843.39
Dec 21		Draft 5975		-99.00	44,744.39
Dec 21		Draft 5977		-900.00	43,844.39
Dec 24		Draft 5979		-139.88	43,704.51
Dec 27		Deposit Home Banking Transfer From Share 01 grant-eligible labor 11/25 - 12/22	2,471.54		46,176.05
Dec 27		Deposit Home Banking Transfer From Share 01 grant-eligible expenses 12/1 - 12/31	938.69		47,114.74
Dec 28		Withdrawal Debit Card		-116.58	46,998.16
Dec 28		12/26 COLES HARDWARE - DANVILLE DANVILLE PA			
Dec 28		Deposit by Check	955.00		47,953.16
Dec 31		Deposit Dividend Dividend Post	6.06		47,959.22
Dec 31		Annual Percentage Yield Earned 0.150% from 12/01/2018 through 12/31/2018			
Dec 31		<b>Ending Balance</b>			<b>47,959.22</b>
		<b>Total Deposits 4,371.29</b>			
		<b>Total Withdrawals 8,746.85</b>			

**Drafts for 40 - CHECKING**

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Dec 3	□ 5956	450.00	Dec 4	□ 5970	39.36	Dec 19	□ 5978	190.00
Dec 4	□ 5965*	41.17	Dec 12	□ 5971	713.00	Dec 21	□ 5977	900.00
Dec 4	□ 5966	369.32	Dec 14	□ 5972	360.48	Dec 14	□ 5978	368.45
Dec 4	□ 5967	57.27	Dec 14	□ 5973	273.39	Dec 24	□ 5979	139.88
Dec 4	□ 5968	683.17	Dec 13	□ 5974	1,119.55	Dec 19	□ 5980	295.56
Dec 4	□ 5969	103.81	Dec 21	□ 5975	99.00	Dec 13	□ 5981	1,286.18

\* denotes skipped sequence

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

**ID 41 GRANT CHECKING**

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Dec 1		<b>Balance Forward</b>			<b>0.04</b>
Dec 27		Deposit Home Banking Transfer From Share 01 bills paid 12/27/18	3,868.83		3,868.87
Dec 31		Deposit Dividend Dividend Post	0.03		3,868.90
Dec 31		Annual Percentage Yield Earned 0.060% from 12/01/2018 through 12/31/2018			
Dec 31		<b>Ending Balance</b>			<b>3,868.90</b>
		<b>Total Deposits 3,868.86</b>			

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

Stay connected! Follow us on Facebook, Twitter and Instagram to keep up with what's happening at Service 1st.



[www.facebook.com/service1stfou](http://www.facebook.com/service1stfou)  
[www.twitter.com/service1st](http://www.twitter.com/service1st)  
[www.instagram.com/service1stfou](http://www.instagram.com/service1stfou)

**Account Number:** 584727 **Statement Period:** 12/01/2018-12/31/2018

Page 3 of 3

	<b>Total for This Period</b>	<b>Total Year-to-Date</b>
Returned Item Fees	0.00	0.00
Overdraft Fees	0.00	0.00

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

## MARC Account Reconciliation - Service 1st Accounts

updated 12/31/18

ending balance from 12/31/18 bank statement	\$ 111,990.43
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 111,990.43
withdrawals not yet cleared (detailed below)	\$ 6,554.72
calculated balance (should agree with actual combined balance)	\$ 105,435.71
balance (savings account ID01)	\$ 60,162.31
balance (checking account ID40)	\$ 45,273.37
balance (grant checking account ID41)	\$ 0.03
actual combined balance	\$ 105,435.71
difference	\$ -

### DEPOSITS NOT YET POSTED

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

### WITHDRAWALS NOT YET CLEARED

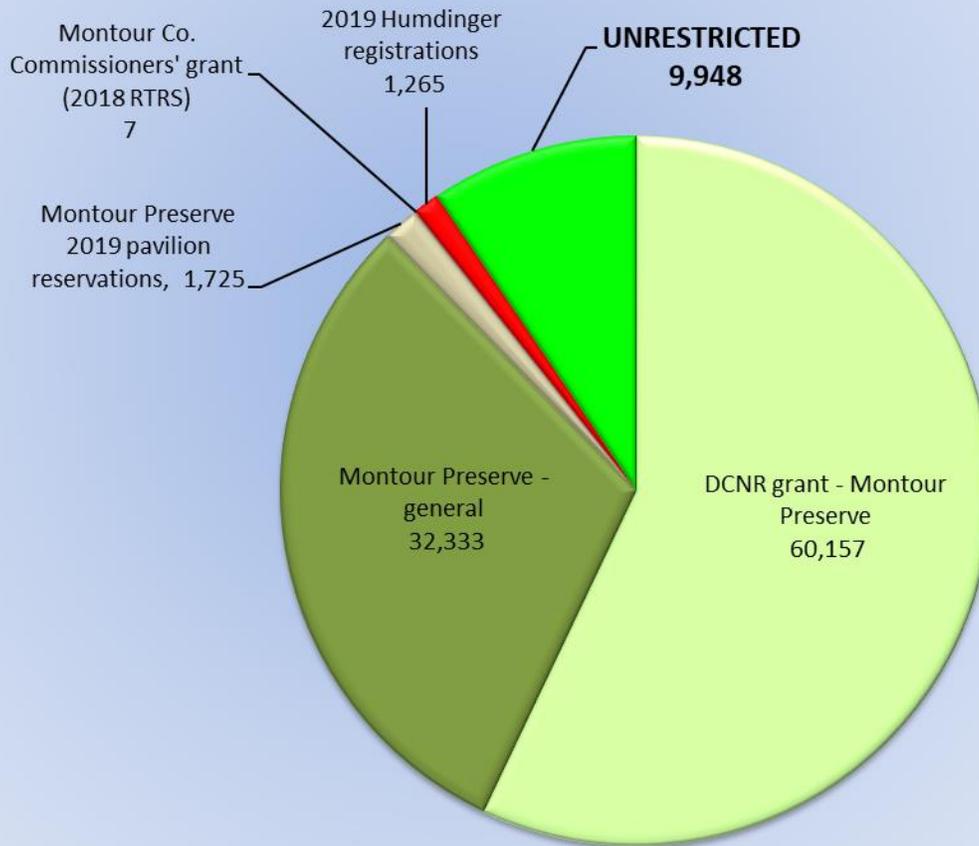
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
12/27/18	287	Verizon (telephone)	104.74
12/27/18	288	PPL Electric Utilities (electricity)	939.96
12/27/18	289	PPL Electric Utilities (electricity)	44.94
12/27/18	290	PPL Electric Utilities (electricity)	580.19
12/27/18	291	PPL Electric Utilities (electricity)	30.97
12/27/18	292	Candy Fisher (cleaning service)	640.00
12/27/18	294	Robert Stoudt (12/26 expense report: MailChimp email service, HughesNet internet service, Best Line Equipment Bobcat repair)	1,528.07
12/27/18	5982	Robert Stoudt (12/26 expense report: MailChimp email service, VinylDisorder Montour Preserve launch tags and MARC supporter stickers, LogoTags.com MARC supporter tags)	573.00
12/27/18	5983	Lesley Yeich (reimbursement for 12/5 Cole's Hardware purchase of hook and eye hardware)	10.57
12/27/18	5984	PPL Electric Utilities (Hess Recreation Area electricity)	102.85
12/27/18	5985	Dennis Piatt (payroll 12/9 - 12/22)	368.47
12/27/18	5986	Jon Beam (payroll 12/9 - 12/22)	253.51
12/27/18	5987	Lesley Yeich (payroll 12/9 - 12/22)	78.81
12/27/18	5988	Robert Stoudt (payroll 12/9 - 12/22)	1,298.64
<b>TOTAL</b>			<b>\$ 6,554.72</b>

## 2018 YEAR-END ACCOUNTING

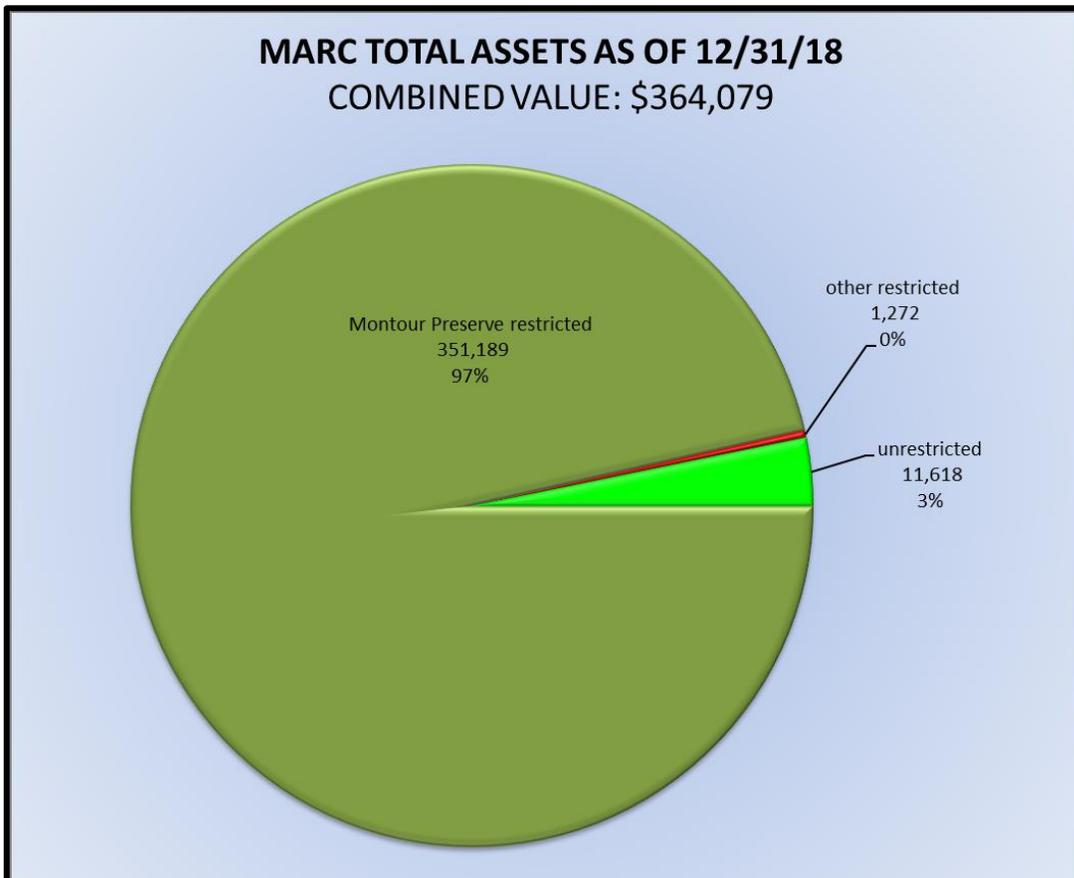
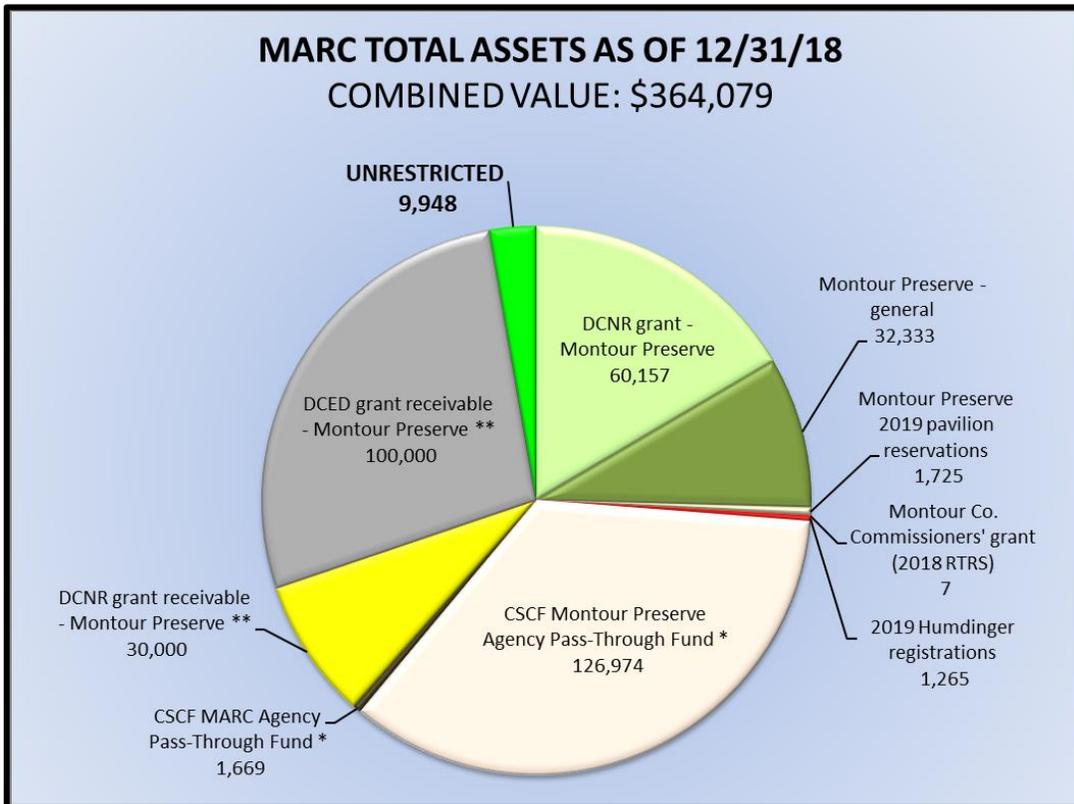
### MARC FUNDS EARMARKS AS OF 12/31/18

COMBINED ACCOUNT BALANCE: \$105,436

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



## 2018 YEAR-END ACCOUNTING (CONTINUED)

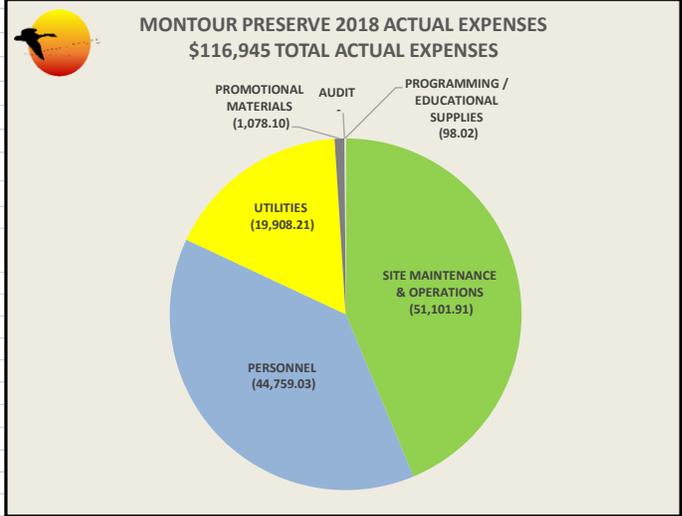
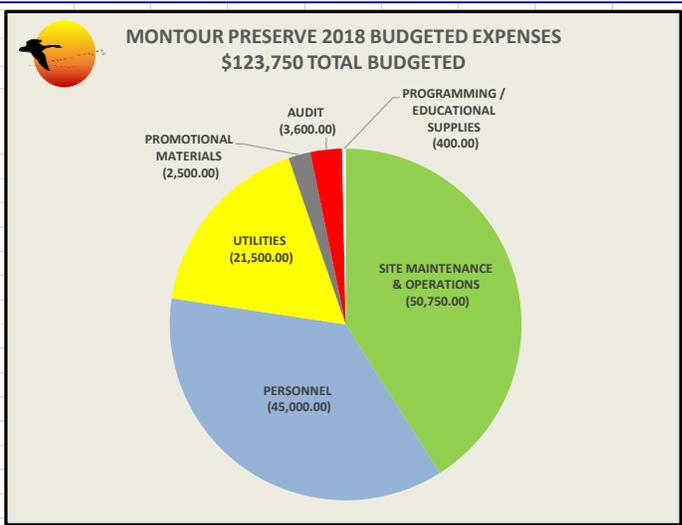


## 2018 YEAR-END ACCOUNTING (CONTINUED)

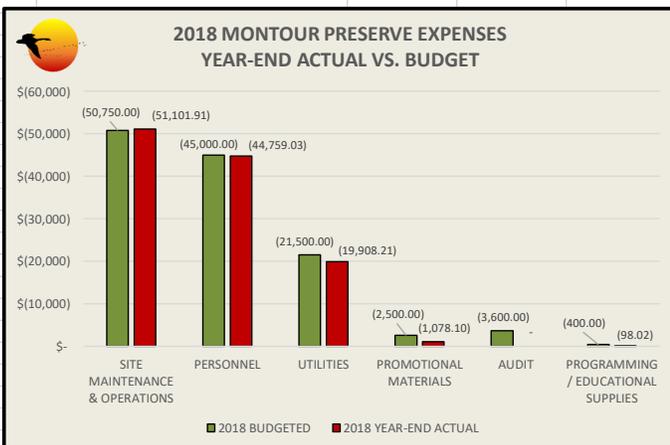
2018 RIVER TOWNS RACE SERIES ACCOUNTING (YEAR-END FINAL)								2019 HUMDINGER			
	INCOME/EXPENSE	Humdinger	Scale the Trail 4 Kids	Montour 24 Endurance Runs	Old Forge 5k	Hopewell Challenge	River Towns Race Series (general)	TOTALS		INCOME/EXPENSE	AMOUNT
<b>INCOME</b>	Racer Registration Fees	15,455.00	113.64	833.70	794.35			17,196.69	<b>INCOME</b>	Racer Registration Fees	1,265.00
	Sponsorships	1,600.00						1,600.00		Sponsorships	
	2017 Commissioners' Grant						0.69	0.69			
	2018 Commissioners' Grant	2,500.00	-	30.34	-	-	462.86	2,993.20			
<b>EXPENSES (GRANT ELIGIBLE)</b>	T-shirts/ Promotional	(3,294.00)						(3,294.00)	<b>EXPENSES</b>	T-shirts/ Promotional	
	Advertising	(1.31)		(30.34)			(463.55)	(495.20)		Advertising	
	Event Timing	(959.00)						(959.00)		Event Timing	
	MARC labor (Stoudt) w/taxes	(2,926.64)	(113.64)	(833.70)	(616.84)	-	(60.87)	(4,551.68)		MARC labor (Stoudt) w/taxes	
	MARC labor (Beam) w/ taxes	(250.31)	-	-	-	-	-	(250.31)		MARC labor (Beam) w/ taxes	
	MARC labor (Piatt) w/ taxes	(512.80)	-	-	-	-	-	(512.80)		MARC labor (Piatt) w/ taxes	
	MARC labor (Yeich) w/ taxes	(116.83)	-	-	-	-	-	(116.83)		MARC labor (Yeich) w/ taxes	
	MARC labor (Durkin) w/ taxes	(66.22)	-	-	-	-	-	(66.22)		MARC labor (Durkin) w/ taxes	
	Awards/Prizes	(1,878.68)						(1,878.68)		Awards/Prizes	
	Food/Drink	(1,581.70)						(1,581.70)		Food/Drink	
	Misc. Supplies & Fees	(454.20)						(643.15)		Misc. Supplies & Fees	(628.30)
	Porta-Potties	(550.00)						(550.00)		Porta-Potties	
	Refunds	(115.00)						(115.00)		Refunds	
	Tent/ Equipment Rental	(466.00)						(466.00)		Tent/ Equipment Rental	
	<b>NET PROFIT/LOSS</b>	<b>6,382.32</b>	<b>-</b>	<b>-</b>	<b>177.51</b>	<b>-</b>	<b>(249.82)</b>	<b>6,310.01</b>		<b>NET PROFIT/LOSS</b>	<b>636.70</b>

## 2018 YEAR-END ACCOUNTING (CONTINUED)

<b>MONTOUR PRESERVE 2018 BUDGET</b> YEAR-END FINAL ACCOUNTING REV. 12/31/18 BUDGET ADOPTED 2/26/18; UPDATED 6/25/18			
EXPENSE	2017 ACTUAL	2018 BUDGETED	2018 YEAR-END ACTUAL
personnel	(42,455.88)	(45,000.00)	(44,759.03)
<b>SITE MAINTENANCE &amp; OPERATIONS</b>			
cleaning service	(4,480.00)	(4,500.00)	(4,000.00)
HVAC system maintenance	-	(2,500.00)	(1,700.00)
HVAC system replacement	-	-	-
lawn care	(14,910.00)	(17,500.00)	(10,875.00)
parking lot / road maintenance	-	(2,500.00)	-
security system	(645.85)	(1,000.00)	(1,263.84)
sewage pumping	(1,558.00)	(1,800.00)	(955.00)
snow plowing	(945.00)	(500.00)	-
supplies / misc.	(8,555.35)	(18,000.00)	(29,668.11)
water testing	(1,440.00)	(650.00)	(562.00)
wildlife management	(1,241.50)	(1,800.00)	(2,077.96)
<b>UTILITIES</b>			
electric	(15,948.92)	(16,000.00)	(14,713.72)
internet service	(1,814.06)	(2,000.00)	(1,918.54)
telephone	(1,460.98)	(1,300.00)	(1,252.39)
trash service	(1,500.00)	(1,600.00)	(1,565.00)
website hosting / email service	(524.29)	(600.00)	(458.56)
promotional materials	(3,915.99)	(2,500.00)	(1,078.10)
programming & educational supplies	(759.89)	(400.00)	(98.02)
audit (two-year)	-	(3,600.00)	-
<b>EXPENSE TOTAL</b>	<b>\$(102,155.71)</b>	<b>\$(123,750.00)</b>	<b>\$(116,945.27)</b>



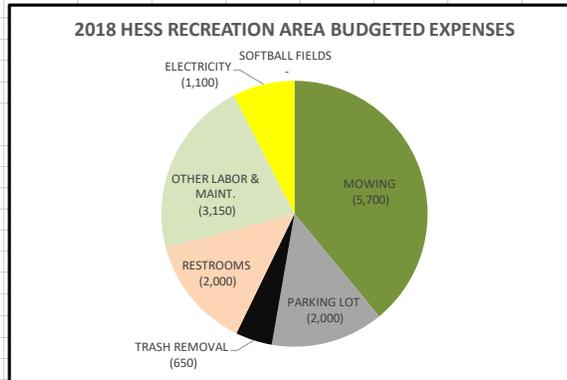
<b>MONTOUR PRESERVE</b> <b>BUDGETING VS. ACTUAL EXPENSES</b> UPDATED 12/31/2018			
EXPENSE	2017 ACTUAL	2018 BUDGETED	2018 YEAR-END ACTUAL
SITE MAINTENANCE & OPERATIONS	(33,775.70)	(50,750.00)	(51,101.91)
PERSONNEL	(42,455.88)	(45,000.00)	(44,759.03)
UTILITIES	(21,248.25)	(21,500.00)	(19,908.21)
PROMOTIONAL MATERIALS	(3,915.99)	(2,500.00)	(1,078.10)
AUDIT	-	(3,600.00)	-
PROGRAMMING / EDUCATIONAL SUPPLIES	(759.89)	(400.00)	(98.02)
<b>EXPENSE TOTAL</b>	<b>\$(102,155.71)</b>	<b>\$(123,750.00)</b>	<b>\$(116,945.27)</b>



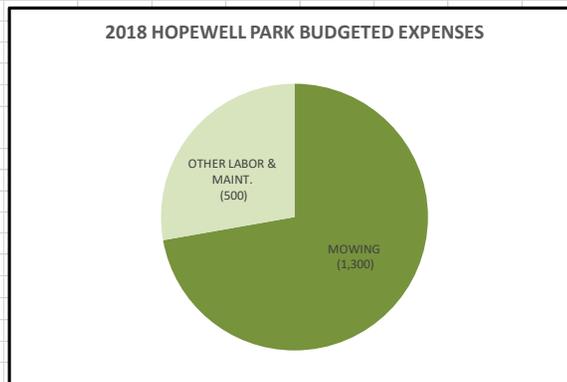
## 2018 YEAR-END ACCOUNTING (CONTINUED)

### MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2018 BUDGETS YEAR-END FINAL

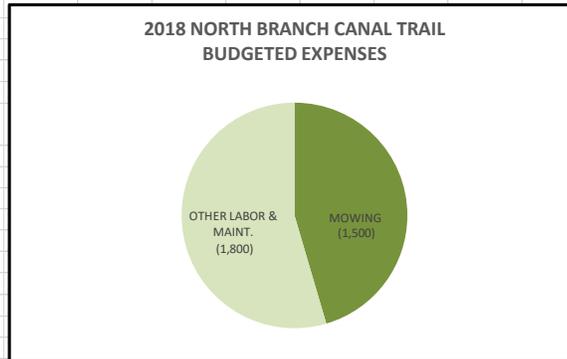
HESS RECREATION AREA 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(5,260)	(5,700)	(4,999.00)
PARKING LOT	(1,152)	(2,000)	(2,812.41)
TRASH REMOVAL	(718)	(650)	(598.57)
RESTROOMS	(1,662)	(2,000)	(1,817.08)
OTHER LABOR & MAINT.	(3,012)	(3,150)	(2,247.50)
ELECTRICITY	(1,001)	(1,100)	(1,430.81)
SOFTBALL FIELDS	(1,683)	-	-
<b>TOTAL</b>	<b>(14,488)</b>	<b>(14,600)</b>	<b>(13,905.37)</b>



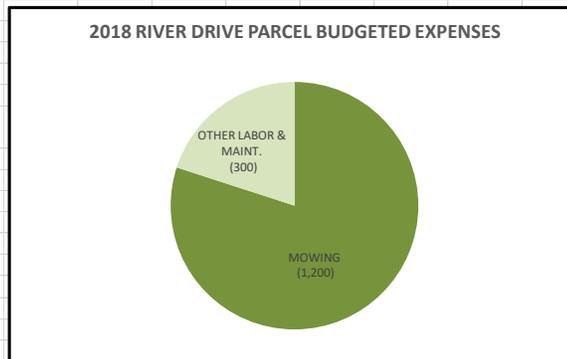
HOPEWELL PARK 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(1,152)	(1,300)	(1,000.00)
PARKING LOT	-	-	-
TRASH REMOVAL	-	-	-
RESTROOMS	-	-	-
BIKE JUMPS AREA	(4,974)	-	-
OTHER LABOR & MAINT.	(1,364)	(500)	(141.57)
ELECTRICITY	-	-	-
<b>TOTAL</b>	<b>(7,490)</b>	<b>(1,800)</b>	<b>(1,141.57)</b>



NORTH BRANCH CANAL TRAIL 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(875)	(1,500)	(750.00)
PARKING LOT	-	-	-
TRASH REMOVAL	-	-	(605.48)
RESTROOMS	(654)	-	-
OTHER LABOR & MAINT.	(1,389)	(1,800)	(1,626.34)
ELECTRICITY	-	-	-
<b>TOTAL</b>	<b>(2,918)</b>	<b>(3,300)</b>	<b>(2,981.82)</b>



RIVER DRIVE PARCEL 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(1,000)	(1,200)	(1,100.00)
PARKING LOT	-	-	-
TRASH REMOVAL	-	-	-
RESTROOMS	-	-	-
OTHER LABOR & MAINT.	(168)	(300)	(222.33)
ELECTRICITY	-	-	-
<b>TOTAL</b>	<b>(1,168)</b>	<b>(1,500)</b>	<b>(1,322.33)</b>





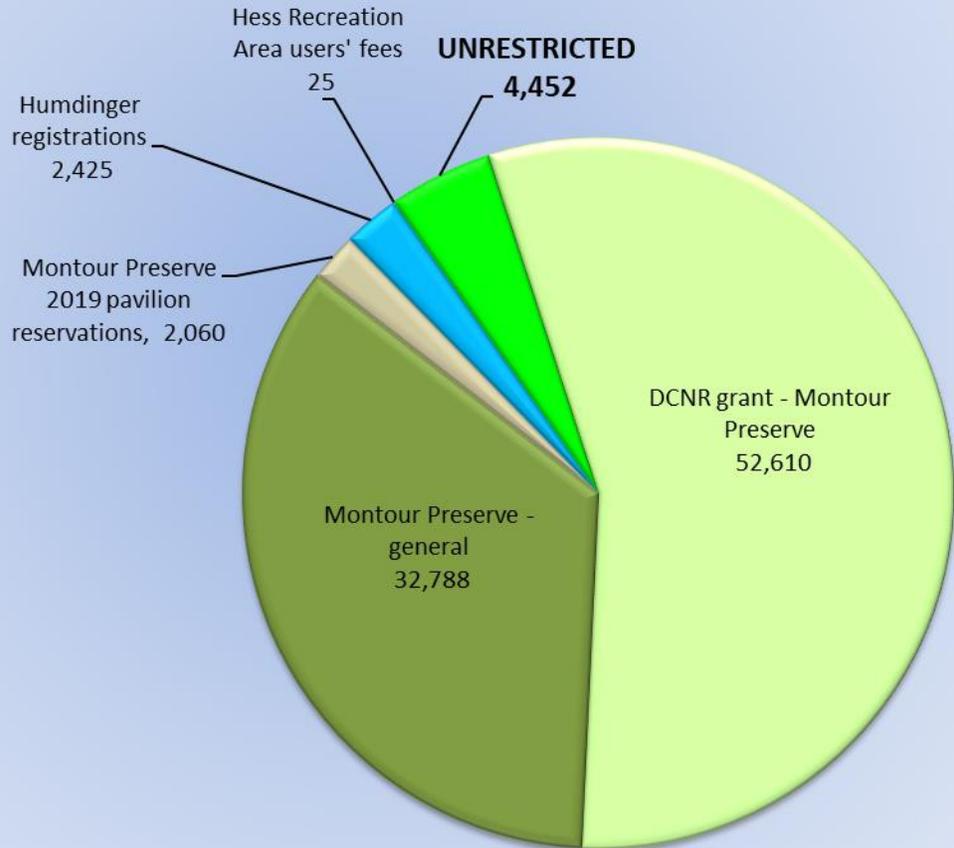
## 2018 MARC BUDGET - YEAR-END FINAL

BUDGET INITIALLY ADOPTED 2/26/18; UPDATED 6/25/18  
 MINIMUM FUNDING REQUIREMENTS (DEFERRAL OF ALL NON-ESSENTIAL MAINTENANCE)  
 NOTE: MONTAINE PRESERVE ACCOUNTING IS KEPT SEPARATE FROM OTHER ACCOUNTING

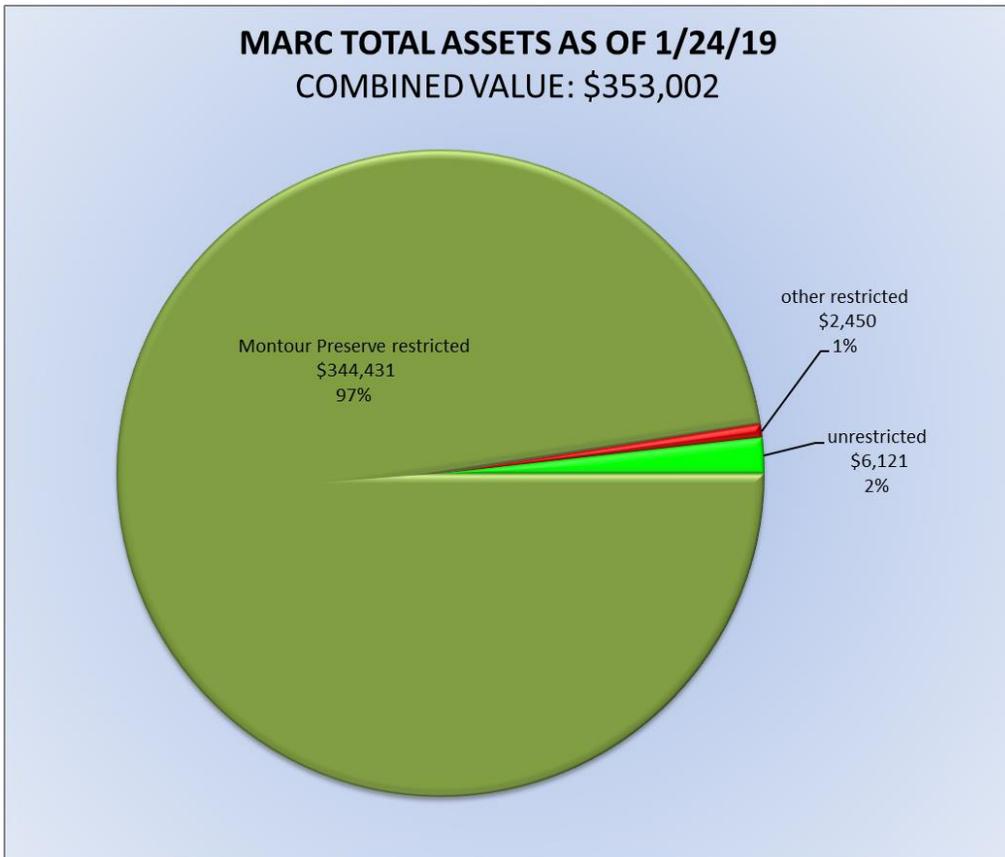
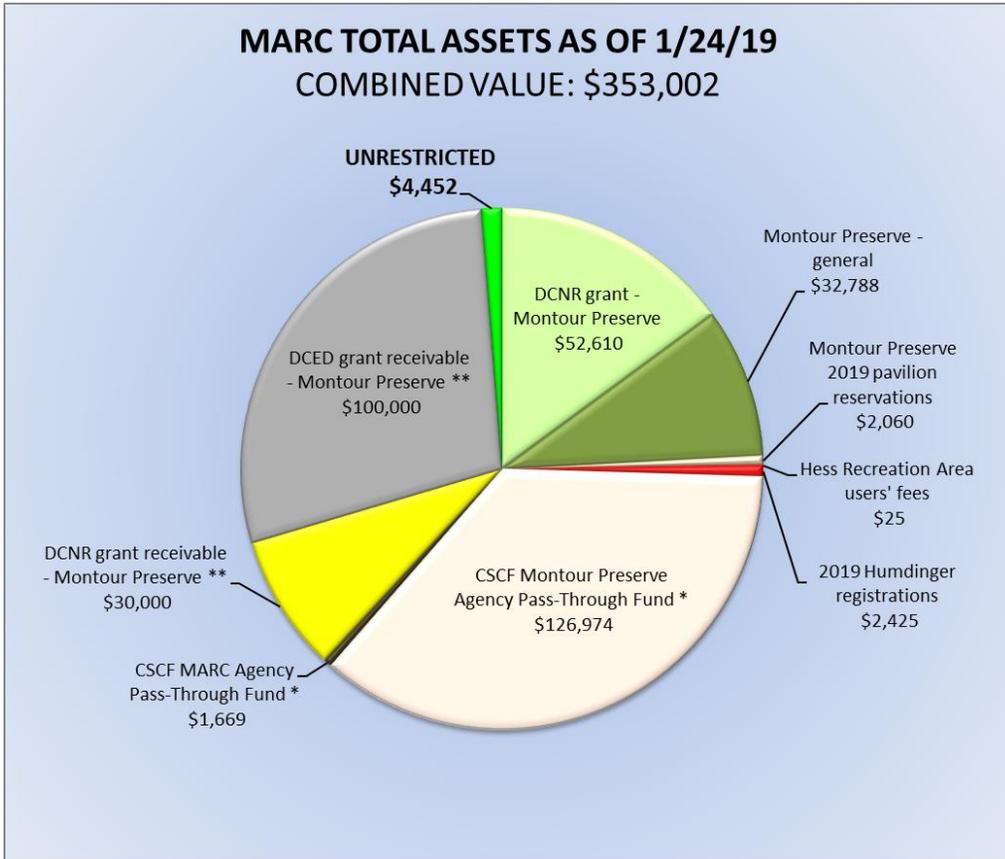
EXPENSE	BUDGETED AMOUNT	YEAR-END ACTUAL	YEAR-END ACTUAL VS. BUDGET	FUNDING SOURCES	BUDGETED AMOUNT	YEAR-END ACTUAL	YEAR-END ACTUAL VS. BUDGET	BUDGETED LINE ITEM SURPLUS / (DEFICIT)	YEAR-END ACTUAL LINE ITEM SURPLUS / (DEFICIT)
Montaîne Preserve	\$(123,750.00)	\$(116,945.27)	94.5%	DCNR grant funding	\$ 90,000.00	\$ 119,890.77	133.2%		
				pavilion / auditorium reservations	\$ 11,000.00	\$ 12,076.00	109.8%		
				donations	\$ 4,818.74	\$ 6,380.68	132.4%	\$ -	\$ 32,333.45
				transfer from Central Susquehanna Community Foundation Fund	\$ 7,000.00	\$ -	0.0%		
				carryover balance from 2017	\$ 10,931.26	\$ 10,931.26	100.0%		
<b>MONTAINE PRESERVE TOTAL EXPENSES</b>	<b>\$(123,750.00)</b>	<b>\$(116,945.27)</b>	<b>94.5%</b>	<b>MONTAINE PRESERVE TOTAL INCOME</b>	<b>\$ 123,750.00</b>	<b>\$ 149,278.71</b>	<b>120.6%</b>	<b>\$ -</b>	<b>\$ 32,333.45</b>
Hess Recreation Area	\$ (14,600.00)	\$ (13,799.39)	94.5%	user fees	\$ 1,000.00	\$ 1,125.00	112.5%	\$ (13,600.00)	\$ (12,674.39)
North Branch Canal Trail (Montaîne Co. portion)	\$ (4,300.00)	\$ (2,981.82)	69.3%	donations	\$ 1,000.00	\$ 1,000.00	100.0%	\$ (3,300.00)	\$ (1,981.82)
Columbia County Projects (incl. NBCT, Montaîne Twp. parcel)	\$ (900.00)	\$ (1,953.41)	217.0%	Columbia County	\$ 900.00	\$ 939.55	104.4%	\$ -	\$ (1,013.86)
Hopewell Park/Borough Farm Trails	\$ (1,800.00)	\$ (1,141.57)	63.4%		\$ -	\$ -		\$ (1,800.00)	\$ (1,141.57)
tools & supplies	\$ (2,000.00)	\$ (1,963.24)	98.2%		\$ -	\$ -		\$ (2,000.00)	\$ (1,963.24)
River Drive parcel (NBCT parking)	\$ (1,500.00)	\$ (1,322.33)	88.2%		\$ -	\$ -		\$ (1,500.00)	\$ (1,322.33)
River Towns Race Series (includes all labor and expenses)	\$ (15,000.00)	\$ (15,480.57)	103.2%	race registration fees	\$ 16,500.00	\$ 17,196.69	104.2%		
wildflower meadows project				sponsorships	\$ 1,600.00	\$ 1,600.00	100.0%	\$ 6,100.00	\$ 6,316.12
equipment trailer purchase				Montaîne County Commissioners' Tourism Fund grant	\$ 3,000.00	\$ 3,000.00	100.0%		
Central Susquehanna Hammers support				donations / grants					
trail and river access signage project				Darville-Area Community Foundation grants	\$ -	\$ 5,693.68			
special projects & events				Youth in Philanthropy grant	\$ -	\$ 1,000.00			
admin / misc. other (includes Stoutt admin labor)				Montaîne County Commissioners' Tourism Fund grant	\$ 2,000.00	\$ 2,000.00	100.0%	\$ (500.00)	\$ (500.00)
insurance (D&O, General & Workers' Comp)				donations	\$ 300.00	\$ 300.00	100.0%	\$ (600.00)	\$ (1,456.67)
accounting					\$ -	\$ -		\$ (18,000.00)	\$ (18,312.03)
office supplies					\$ -	\$ -		\$ (9,000.00)	\$ (11,243.03)
dues & fees					\$ -	\$ -		\$ (1,500.00)	\$ (1,450.00)
public notices					\$ -	\$ -		\$ (750.00)	\$ (1,236.06)
					\$ -	\$ -		\$ (1,300.00)	\$ (1,066.54)
					\$ -	\$ -		\$ (1,000.00)	\$ (838.75)
				Montaîne Co. Act 13 funding	\$ 25,000.00	\$ 25,000.00	100.0%	\$ 25,000.00	\$ 25,000.00
				transfer from Central Susquehanna Community Foundation Fund	\$ 3,500.00	\$ 3,500.00	100.0%	\$ 3,500.00	\$ 3,500.00
				unrestricted donations	\$ 32,145.00	\$ 33,581.32	104.5%	\$ 32,145.00	\$ 33,581.32
<b>TOTAL EXPENSES (EXCLUDING MONTAINE PRESERVE)</b>	<b>\$(75,050.00)</b>	<b>\$(83,739.05)</b>	<b>111.6%</b>	<b>TOTAL REVENUES (EXCLUDING MONTAINE PRESERVE)</b>	<b>\$ 86,945.00</b>	<b>\$ 95,936.24</b>	<b>110.3%</b>	<b>\$ 11,895.00</b>	<b>\$ 12,197.19</b>
<b>MONTAINE PRESERVE TOTAL EXPENSES</b>	<b>\$(123,750.00)</b>	<b>\$(116,945.27)</b>	<b>94.5%</b>	<b>MONTAINE PRESERVE TOTAL INCOME</b>	<b>\$ 123,750.00</b>	<b>\$ 149,278.71</b>	<b>120.6%</b>	<b>\$ -</b>	<b>\$ 32,333.45</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$(198,800.00)</b>	<b>\$(200,684.32)</b>	<b>100.9%</b>	<b>GRAND TOTAL INCOME</b>	<b>\$ 210,695.00</b>	<b>\$ 245,214.95</b>	<b>116.4%</b>	<b>\$ 11,895.00</b>	<b>\$ 44,530.64</b>

# 2019 YEAR-TO-DATE ACCOUNTING

**MARC FUNDS EARMARKS AS OF 1/24/19**  
**COMBINED ACCOUNT BALANCE: \$94,359**  
**(INCLUDES SAVINGS, GRANT CHECKING AND CHECKING ACCOUNTS;**  
**(EXCLUDES CSCF FUNDS AND GRANTS RECEIVABLE)**

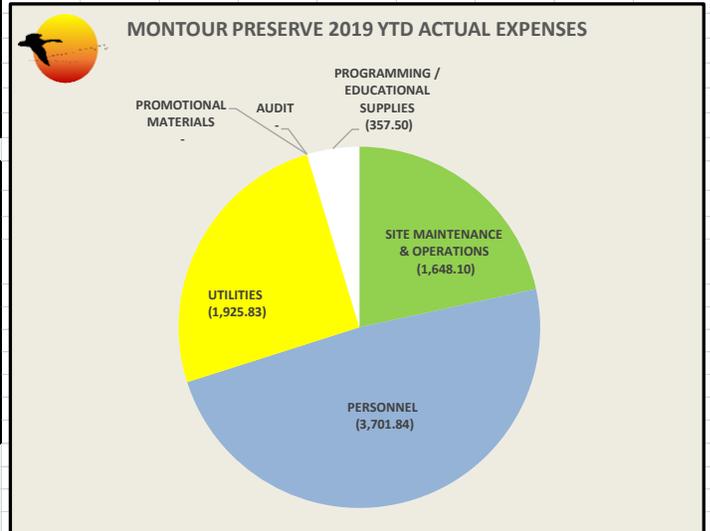
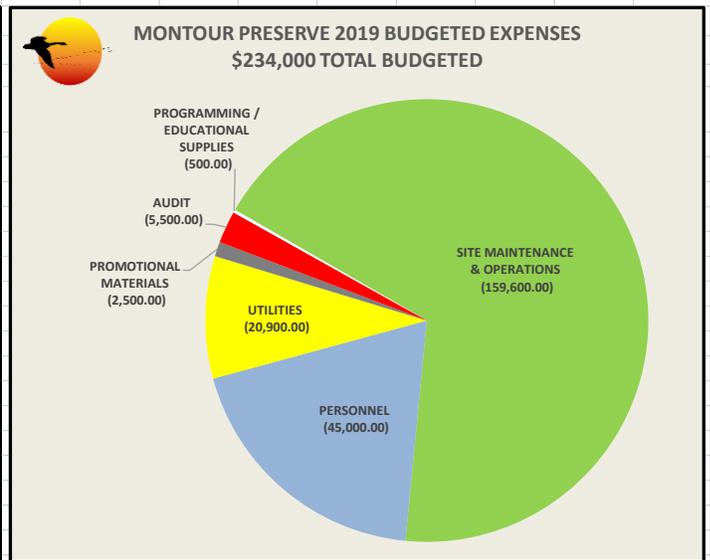


## 2019 YEAR-TO-DATE ACCOUNTING (CONTINUED)

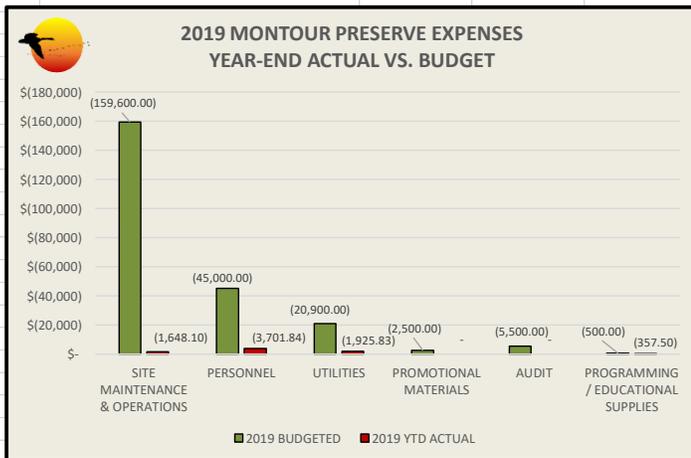


## 2019 YEAR-TO-DATE ACCOUNTING (CONTINUED)

<b>MONTOUR PRESERVE 2019 BUDGET</b>			
YTD INFO UPDATED 1/24/19			
BUDGET ADOPTED 11/19/18 (CONTINGENT UPON RECEIPT OF GRANT FUNDS)			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
personnel	(44,759.03)	(45,000.00)	(3,701.84)
<b>SITE MAINTENANCE &amp; OPERATIONS</b>			
cleaning service	(4,000.00)	(4,500.00)	-
HVAC system maintenance	(1,700.00)	-	-
HVAC system replacement	-	(60,000.00)	-
visitors' center roof repair	-	(10,000.00)	-
lawn care	(10,875.00)	(17,500.00)	-
parking lot / road maintenance	-	(5,000.00)	-
security system	(1,263.84)	(1,500.00)	(200.32)
sewage pumping	(955.00)	(1,300.00)	-
snow plowing	-	(1,500.00)	-
supplies / misc.	(29,668.11)	(20,000.00)	(1,447.78)
utility vehicle purchase	-	(35,000.00)	-
water testing	(562.00)	(800.00)	-
wildlife management	(2,077.96)	(2,500.00)	-
<b>UTILITIES</b>			
electric	(14,713.72)	(15,000.00)	(1,657.89)
internet service	(1,918.54)	(2,000.00)	-
telephone	(1,252.39)	(1,300.00)	(109.94)
trash service	(1,565.00)	(2,000.00)	(125.00)
website hosting / email service	(458.56)	(600.00)	(33.00)
promotional materials	(1,078.10)	(2,500.00)	-
programming & educational supplies	(98.02)	(500.00)	(357.50)
audit (three-year)	-	(5,500.00)	-
<b>EXPENSE TOTAL</b>	<b>\$(116,945.27)</b>	<b>\$(234,000.00)</b>	<b>\$(7,633.27)</b>



<b>MONTOUR PRESERVE BUDGETING VS. ACTUAL EXPENSES</b>			
UPDATED 12/31/2018			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
SITE MAINTENANCE & OPERATIONS	(51,101.91)	(159,600.00)	(1,648.10)
PERSONNEL	(44,759.03)	(45,000.00)	(3,701.84)
UTILITIES	(19,908.21)	(20,900.00)	(1,925.83)
PROMOTIONAL MATERIALS	(1,078.10)	(2,500.00)	-
AUDIT	-	(5,500.00)	-
PROGRAMMING / EDUCATIONAL SUPPLIES	(98.02)	(500.00)	(357.50)
<b>EXPENSE TOTAL</b>	<b>\$(116,945.27)</b>	<b>\$(234,000.00)</b>	<b>\$(7,633.27)</b>





## 2019 MARC BUDGET

ADOPTED 11/19/18; YEAR-TO-DATE INFORMATION UPDATED 1/24/19  
 MINIMUM FUNDING REQUIREMENTS (DEFERRAL OF ALL NON-ESSENTIAL MAINTENANCE)  
 NOTE: MONTOUR PRESERVE ACCOUNTING IS KEPT SEPARATE FROM OTHER ACCOUNTING

EXPENSE	BUDGETED AMOUNT	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	FUNDING SOURCES	BUDGETED AMOUNT	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	BUDGETED LINE ITEM SURPLUS / (DEFICIT)	YEAR-TO-DATE ACTUAL LINE ITEM SURPLUS / (DEFICIT)
Montour Preserve	\$ (234,000.00)	\$ (7,633.27)	3.3%	DCNPR grant funding	\$ 90,000.00	\$ 60,157.34	66.8%		
				DCED grant funding	\$ 90,000.00	\$ -	0.0%		
				pavilion / auditorium reservations	\$ 12,000.00	\$ -	0.0%	\$ -	\$ 85,397.47
				donations	\$ 5,000.00	\$ 539.95	10.8%		
				transfer from Central Susquehanna Community Foundation Fund	\$ 22,000.00	\$ -	0.0%		
				carryover balance from 2018	\$ 15,000.00	\$ 32,333.45	215.6%		
<b>MONTOUR PRESERVE TOTAL EXPENSES</b>	<b>\$ (234,000.00)</b>	<b>\$ (7,633.27)</b>	<b>3.3%</b>	<b>MONTOUR PRESERVE TOTAL INCOME</b>	<b>\$ 234,000.00</b>	<b>\$ 93,030.74</b>	<b>39.8%</b>	<b>\$ -</b>	<b>\$ 85,397.47</b>
Hess Recreation Area	\$ (15,000.00)	\$ (193.52)	1.3%	user fees	\$ 1,000.00	\$ 25.00	2.5%	\$ (14,000.00)	\$ (168.52)
North Branch Canal Trail (Montour Co. portion)	\$ (3,500.00)	\$ (12.24)	0.3%					\$ (3,500.00)	\$ (12.24)
Columbia County Projects (incl. NBCT, Montour Twp. parcel)	\$ (1,500.00)	\$ -	0.0%	Columbia County	\$ 1,500.00	\$ -	0.0%	\$ -	\$ -
Hopewell Park/Borough Farm Trails	\$ (3,000.00)	\$ (79.56)	2.7%					\$ (3,000.00)	\$ (79.56)
River Drive parcel (NBCT parking)	\$ (2,000.00)	\$ -	0.0%					\$ (2,000.00)	\$ -
tools & supplies	\$ (2,000.00)	\$ (65.90)	3.3%					\$ (2,000.00)	\$ -
ATV purchase	\$ (9,000.00)	\$ -	0.0%	grant	\$ 9,000.00	\$ -	0.0%	\$ -	\$ -
trail signage project (Phase II)	\$ (4,000.00)	\$ -	0.0%	Montour County Commissioners' Tourism Fund grant	\$ 3,000.00	\$ -	0.0%	\$ (1,000.00)	\$ -
Humdinger Trail Races	\$ (12,800.00)	\$ (2,179.66)	17.0%	race registration fees	\$ 14,500.00	\$ 2,425.00	16.7%	\$ 1,700.00	\$ 245.34
other special projects & events	\$ (1,300.00)	\$ (61.20)	4.7%	donations				\$ (1,300.00)	\$ (61.20)
admin / misc. other (includes Stoudt admin.labor)	\$ (18,000.00)	\$ (2,008.16)	11.2%					\$ (18,000.00)	\$ (2,008.16)
insurance (D&O, General & Workers' Comp)	\$ (1,800.00)	\$ (385.00)	21.4%					\$ (1,800.00)	\$ (385.00)
accounting	\$ (1,000.00)	\$ (71.00)	7.1%					\$ (1,000.00)	\$ (71.00)
office supplies	\$ (1,300.00)	\$ (357.50)	27.5%					\$ (1,300.00)	\$ (357.50)
dues & fees	\$ (1,800.00)	\$ (259.85)	14.4%					\$ (1,800.00)	\$ (259.85)
public notices	\$ (1,800.00)	\$ (259.85)	14.4%					\$ (1,800.00)	\$ (259.85)
				Montour Co. Act 13 funding	\$ 25,000.00	\$ -	0.0%	\$ -	\$ -
				transfer from Central Susquehanna Community Foundation Fund	\$ -	\$ -		\$ -	\$ -
				carryover balance from 2018	\$ 5,000.00	\$ 9,948.46	199.0%	\$ 5,000.00	\$ 9,948.46
				unrestricted donations	\$ 33,000.00	\$ -	0.0%	\$ 33,000.00	\$ -
<b>TOTAL EXPENSES (EXCLUDING MONTOUR PRESERVE)</b>	<b>\$ (92,000.00)</b>	<b>\$ (5,673.59)</b>	<b>6.2%</b>	<b>TOTAL REVENUES (EXCLUDING MONTOUR PRESERVE)</b>	<b>\$ 92,000.00</b>	<b>\$ 12,398.46</b>	<b>13.5%</b>	<b>\$ -</b>	<b>\$ 6,724.87</b>
<b>MONTOUR PRESERVE TOTAL EXPENSES</b>	<b>\$ (234,000.00)</b>	<b>\$ (7,633.27)</b>	<b>3.3%</b>	<b>MONTOUR PRESERVE TOTAL INCOME</b>	<b>\$ 234,000.00</b>	<b>\$ 93,030.74</b>	<b>39.8%</b>	<b>\$ -</b>	<b>\$ 85,397.47</b>
<b>GRAND TOTAL EXPENSES</b>	<b>\$ (326,000.00)</b>	<b>\$ (13,306.86)</b>	<b>4.1%</b>	<b>GRAND TOTAL INCOME</b>	<b>\$ 326,000.00</b>	<b>\$ 105,429.20</b>	<b>32.3%</b>	<b>\$ -</b>	<b>\$ 92,122.34</b>

**ACCOUNTING REPORT DISCLAIMER**

The following financial reports have been provided by Ozark & Shultz Accounting, using information provided by management of the Montour Area Recreation Commission (MARC). Reports are provided in accordance with accounting principles used for the tax basis of accounting.

Ozark & Shultz Accounting does not verify the accuracy or completeness of the information provided by MARC's management and expresses no assurance on the financial statements. Ozark & Shultz Accounting cannot be relied upon to identify or disclose any misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within MARC or noncompliance with laws or regulations.

11:15 AM  
 01/11/19  
 Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Position**  
 As of December 31, 2018

	<u>Dec 31, 18</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Service 1st - Savings	60,162.31
Service 1st -Grant Checking	0.03
Service 1st FCU	<u>45,273.37</u>
Total Checking/Savings	105,435.71
Other Current Assets	
Grants Receivable	
DCNR Grant	<u>30,000.00</u>
Total Grants Receivable	30,000.00
Prepaid Expenses	
Payroll & Taxes	780.50
Prepaid Expenses - Other	<u>628.30</u>
Total Prepaid Expenses	1,408.80
Total Other Current Assets	<u>31,408.80</u>
Total Current Assets	136,844.51
Other Assets	
CSCF - Trusted Funds	
Montour Preserve Fund	126,973.58
CSCF - Trusted Funds - Other	<u>1,669.46</u>
Total CSCF - Trusted Funds	128,643.04
Total Other Assets	<u>128,643.04</u>
<b>TOTAL ASSETS</b>	<b><u>265,487.55</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Preserve Reservations	1,725.00
Race Registrations	<u>1,265.00</u>
Total Advance Payments Received	2,990.00
Conditional Contributions	
County Tourism Grant -RTRS	6.80
CSCF-Preserve Donations & Int	28,005.30
DCNR Montour Preserve	86,047.13
Preserve Donations & Income	<u>38,077.34</u>
Total Conditional Contributions	152,136.57
Payroll Liabilities	<u>1,996.21</u>
Total Other Current Liabilities	157,122.78
Total Current Liabilities	<u>157,122.78</u>
Total Liabilities	157,122.78
Equity	
Retained Earnings	98,696.29
Net Income	<u>9,668.48</u>
Total Equity	108,364.77
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>265,487.55</u></b>

No Assurance Provided

Page 1

11:16 AM

01/11/19

Accrual Basis

**Montour Area Recreation Commission  
Statement of Financial Activities  
December 2018**

	Dec 18	Jan - Dec 18
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Donations Received</b>		
Montour Preserve Donations	187.70	617.70
Donations Received - Other	0.00	35,625.00
<b>Total Donations Received</b>	187.70	36,242.70
<b>Field User Fees</b>	0.00	1,125.00
<b>Grants</b>		
Columbia Co Projects Grant	0.00	939.55
County Tourism -RTRS-2017	0.00	0.69
County Tourism -RTRS-2018	48.90	2,993.20
County Tourism -Signage Grant	0.00	2,000.00
Danville Area Community Foundat	0.00	6,500.00
DCNR Montour Preserve	7,913.07	114,832.74
Montour Co Act 13 Grant	0.00	25,000.00
Youth in Philanthropy Grant	0.00	1,000.00
<b>Total Grants</b>	7,961.97	153,266.18
<b>Miscellaneous Income</b>	0.00	72.42
<b>Pavilion Reservations</b>	0.00	0.00
<b>River Town Race Series</b>		
Event Sponsorship	0.00	1,600.00
River Town Race Series - Other	0.00	17,196.69
<b>Total River Town Race Series</b>	0.00	18,796.69
<b>Total Income</b>	8,149.67	209,502.99
<b>Gross Profit</b>	8,149.67	209,502.99
<b>Expense</b>		
<b>Administrative/Overhead</b>		
Dues & Subscriptions	0.00	1,066.54
Insurance	0.00	11,243.00
Legal Notices	0.00	838.75
Miscellaneous	402.40	1,192.96
Office Expense	0.00	1,260.22
Payroll Expenses	6,660.58	69,606.94
Professional Fees	0.00	1,450.00
<b>Total Administrative/Overhead</b>	7,062.98	86,658.41
<b>Grants/Donations Made</b>	0.00	1,000.00
<b>Montour Preserve</b>	4,545.26	72,298.24
<b>Park &amp; Trail Maintenance</b>		
Columbia Cnty -NBCT	0.00	1,274.21
General -Tools & Supplies	0.00	5,693.68
Hess Recreation Area	1,067.85	9,494.60
Hopewell Park	0.00	1,040.92
North Branch Canal Trail	0.00	1,862.11
River Drive Parcel	0.00	1,229.58
Park & Trail Maintenance - Other	0.00	4,003.61
<b>Total Park &amp; Trail Maintenance</b>	1,067.85	24,598.71
<b>Special Events</b>		
Other Events	0.00	375.00
RTRS	48.90	15,021.66
<b>Total Special Events</b>	48.90	15,396.66
<b>Total Expense</b>	12,724.99	199,952.02
<b>Net Ordinary Income</b>	-4,575.32	9,550.97

No Assurance Provided

Page 1

11:16 AM  
01/11/19  
Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Activities**  
December 2018

	<u>Dec 18</u>	<u>Jan - Dec 18</u>
Other Income/Expense		
Other Income		
Interest Income		
Grant Interest Earned	9.03	45.10
Interest Income - Other	6.06	72.41
Total Interest Income	<u>15.09</u>	<u>117.51</u>
Total Other Income	<u>15.09</u>	<u>117.51</u>
Net Other Income	<u>15.09</u>	<u>117.51</u>
Net Income	<u><u>-4,560.23</u></u>	<u><u>9,668.48</u></u>

No Assurance Provided

Page 2

## ASSISTANT DIRECTOR'S REPORT

In the past two months the assistant director has offered two public programs and provided educational programs for two school groups. He hosted the Chillisquaque Watershed monthly meetings and hosted and participated in the annual Christmas Bird Count. He met with the PA Master Naturalists to assist in planning the 2019 pancake breakfast fund raiser. He finished the winter newsletter and updated bulletin boards at the preserve. He has begun scheduling schools for maple sugaring field trips. He also assisted in splitting and stacking wood at the Sugar Shack for the upcoming maple sugaring season. He also participated in an interview for the radio program "Explore the Great Outdoors."

Jon Beam  
1/20/19

## MAINTENANCE TECHNICIAN'S REPORT

downed trees were cleared off boathouse road, sugarshack rd. , chilisaugi trail and goose woods trail in Dec.

plywood window covers were installed at the pigbarn due to vandalism

worked on parking lot lights at VC/EEC that are out. PPL electrical crew volunteered to help out after the first of the year

put up winter signage at various locations at the preserve

inspected playground at equipment at preserve. the chains on the swings are showing some wear and will be replaced in the future

more mulch and stone was put down on trails were needed

Penn Line cut dead ash tree along preserve road and goose woods trail next to phone wires for MARC at no charge

removed all but 3 braile trail signs.

anthony twp. dump topsoil from ditches at our stockpile area that we will use to restore areas where unknown vehicles made ruts in grass areas

installed chains on bobcat so it can be used in snow and ice removal from the latest storm

many people came out to help split firewood for the maple sugar season

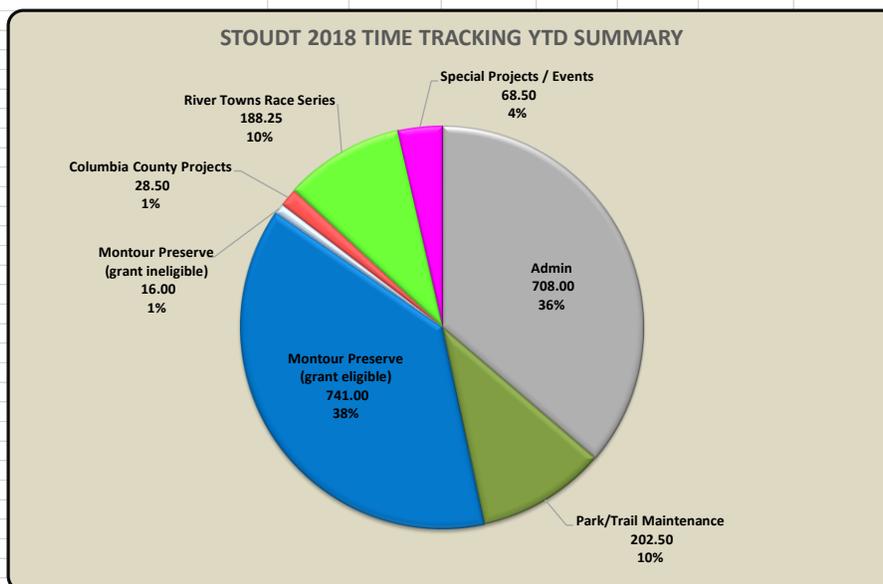
PTMT  
Dennis Piatt  
1/24/19

## DIRECTOR'S REPORT

- Stoudt's 2018 year-end total compensation as reported on form W-2, box 1, was \$42,960.50. The labor costs shown in the tables below include matching taxes paid by MARC that were not part of Stoudt's compensation.
- For reference, Stoudt's 2017 year-end total compensation as reported on the 2017 form W-2, box 1, was \$46,068.00.

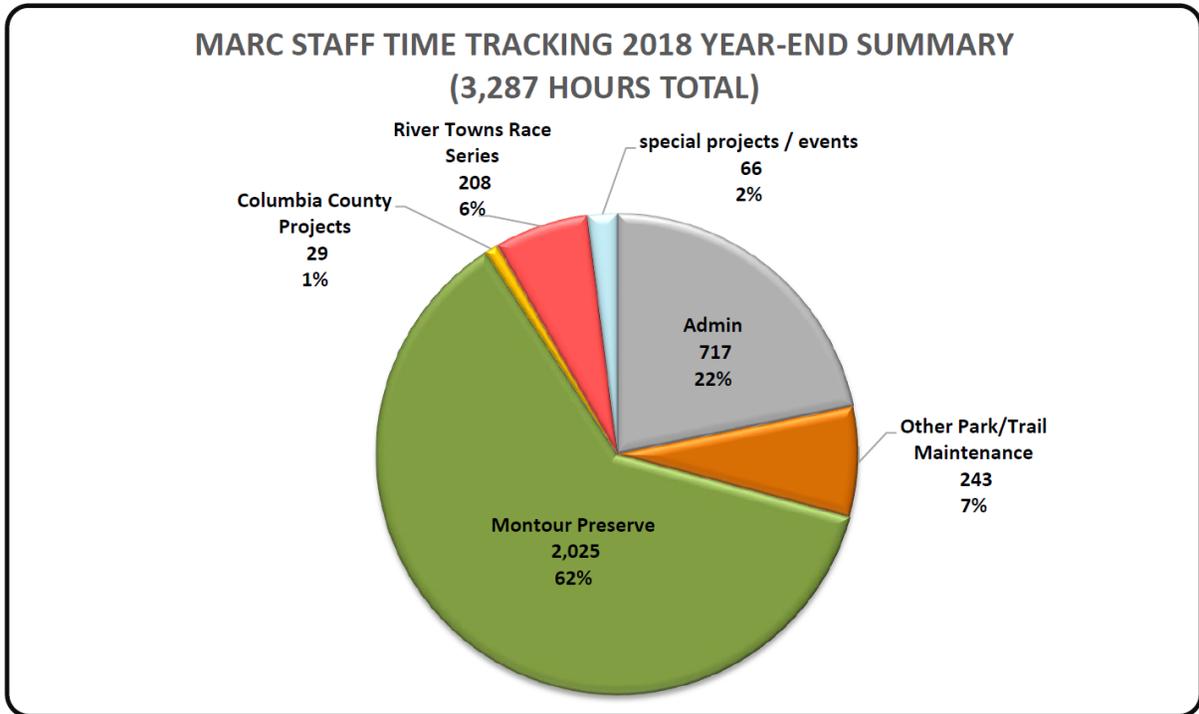
2018 STOUDT TIME ACCOUNTING YEAR-END SUMMARY							
2018 PAY RATE \$22.00/hr							
TASK	WAGES UP TO PA UC TAX CAP (455HRS)			WAGES AFTER PA UC TAX CAP (>455HRS)			TOTAL PROJECT LABOR COST
	HOURS	OVERTIME HOURS	COST W/ TAXES (\$24.48/HR)	HOURS	OVERTIME HOURS	COST W/ TAXES (\$23.82)	
MARC admin	223.50		\$ 5,471.28	483.25	2.50	\$ 11,540.79	\$ 17,012.07
special projects / events	-		\$ -	65.75	5.50	\$ 1,631.67	\$ 1,631.67
Hess Recreation Area	12.50		\$ 306.00	135.75	12.00	\$ 3,376.49	\$ 3,682.49
Hopewell Park / Danville Farm Trails	-		\$ -	3.75	0.25	\$ 92.30	\$ 92.30
North Branch Canal Trail	4.25		\$ 104.04	33.50	0.25	\$ 800.95	\$ 904.99
River Drive trailhead / river access	-		\$ -	6.50		\$ 154.83	\$ 154.83
Montour Preserve admin / maintenance	111.25		\$ 2,723.40	609.25	32.00	\$ 14,893.46	\$ 17,616.86
Montour Preserve DCNR grant admin	12.50		\$ 306.00	3.50		\$ 83.37	\$ 389.37
Montour Preserve programming	3.50		\$ 85.68	1.00		\$ 23.82	\$ 109.50
Columbia Co. admin/misc.	-		\$ -	-		\$ -	\$ -
Columbia Co. North Branch Canal Trail	0.25		\$ 6.12	28.00		\$ 666.96	\$ 673.08
Columbia Co. other	0.25		\$ 6.12	-		\$ -	\$ 6.12
RTRS Admin / Misc.	2.00		\$ 48.96	0.50		\$ 11.91	\$ 60.87
Humdinger Trail Races	83.50	30.75	\$ 2,420.46	21.25		\$ 506.18	\$ 2,926.64
Scale the Trail 4 Kids	0.75		\$ 18.36	4.00		\$ 95.28	\$ 113.64
Montour 24 Endurance Runs	-		\$ -	27.50	15.00	\$ 833.70	\$ 833.70
Old Forge Sk	0.75		\$ 18.36	20.25	9.75	\$ 598.48	\$ 616.84
Hopewell Challenge	-		\$ -	-		\$ -	\$ -
<b>TOTALS</b>	<b>455.00</b>	<b>30.75</b>	<b>\$ 11,514.78</b>	<b>1,443.75</b>	<b>77.25</b>	<b>\$ 35,310.17</b>	<b>\$ 46,824.95</b>

2018 STOUDT TIME ACCOUNTING (GROUPED BY CATEGORY) YEAR-TO-DATE SUMMARY		
TASK	HOURS	COST W/ TAXES
Admin	708.00	\$ 17,012.07
Park/Trail Maintenance	202.50	\$ 4,834.61
Montour Preserve (grant eligible)	741.00	\$ 17,726.36
Montour Preserve (grant ineligible)	16.00	\$ 389.37
Columbia County Projects	28.50	\$ 679.20
River Towns Race Series	188.25	\$ 4,551.68
Special Projects / Events	68.50	\$ 1,631.67
<b>2018 YTD TOTALS</b>	<b>1,952.75</b>	<b>\$ 46,824.95</b>



## DIRECTOR'S REPORT (continued)

<b>MARC STAFF 2018 COMBINED TIME ACCOUNTING</b>						
<b>YEAR-END SUMMARY</b>						
TASK	STOUDT	BEAM	PIATT	DURKIN	YEICH	PROJECT TOTAL HOURS
MARC admin	707.00	-	-	-	10.00	717.00
special projects / events	65.75	-	-	-	-	65.75
Hess Recreation Area	148.25	6.50	24.00	-	5.50	184.25
Hopewell Park / Danville Farm Trails	3.75	-	-	-	0.50	4.25
North Branch Canal Trail	37.75	5.00	4.50	-	0.50	47.75
River Drive trailhead / river access	6.50	-	-	-	0.50	7.00
Montour Preserve admin / maintenance	736.50	132.00	570.50	-	220.25	1,659.25
Montour Preserve programming	4.50	360.75	-	-	-	365.25
Columbia Co. North Branch Canal Trail	28.25	-	-	-	-	28.25
Columbia County other	0.25	-	-	-	-	0.25
RTRS Admin / Misc.	2.50	-	-	-	-	2.50
Humdinger Trail Races	104.75	11.25	24.50	4.25	7.00	151.75
Scale the Trail 4 Kids	4.75	-	-	-	-	4.75
Old Forge Brewing Co. 5k	21.00	-	-	-	-	21.00
Montour 24 Endurance Runs	27.50	-	-	-	-	27.50
<b>TOTALS</b>	<b>1,899.00</b>	<b>515.50</b>	<b>623.50</b>	<b>4.25</b>	<b>244.25</b>	<b>3,286.50</b>



- For reference, MARC staff worked a total of 3,669 hours in 2017. Differences include:
  - 302 fewer hours worked in 2018 on River Towns Race Series races
  - 22 fewer hours worked in 2018 on special projects and events
  - 26 more hours worked in 2018 at the Montour Preserve
  - 58 fewer hours worked in 2018 on other park & trail maintenance
  - 14 fewer hours worked in 2018 on admin
  - 12 fewer hours worked in 2018 on Columbia County projects

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

### **GRANTS**

- **DCNR 'Heritage and Other Parks' Grant (Montour Preserve)**
  - Initial \$100,000 grant has been twice amended to a total of \$300,000 and extended through 6/30/2019
    - most recent \$90,000 disbursement received and deposited to MARC's savings account on 11/29/18
    - \$30,000 (10% of total grant amount) will remain held by DCNR until the successful completion of the performance audit at the end of the grant term
  
- **Montour County Commissioners' 2018 Act 13 (Marcellus Legacy Fund) Grants**
  - \$25,000 (\$7,500 and \$17,500) received from Montour County in 2018 were expended in 2018 to help fund MARC's general operations and site maintenance
  - Grant is complete as of 12/31/18 and will not appear in future Director's Reports
  
- **2018 Montour County Commissioners' Tourism Fund Grant – River Towns Race Series**
  - \$6.80 remained earmarked in MARC's general checking account on 12/31/18
  - all funds have been expended as of 1/24/19
  - Grant is complete as of 1/24/19 and will not appear in future Director's Reports
  
- **2018 Montour County Commissioners' Tourism Fund Grant – Signage**
  - \$2,000 received and deposited to MARC's general checking account on 3/9
  - All grant funds have been expended
  - All signage has been installed as of 9/30
  - Grant is complete as of 12/31/18 and will not appear in future Director's Reports
  
- **Youth in Philanthropy grant**
  - MARC applied, on behalf of the Central Susquehanna Hammers Interscholastic Mountain Biking Team, for \$3,000 in grant funding for 2018 operational support for the team
  - \$1,000 was awarded to MARC on 5/2
  - \$1,000 on 5/21 was passed through to the Danville Area School District – Outdoor and Trails Club for use by the team
  - Year-end grant closeout report was submitted as required by December 1
  - Grant is complete as of 12/31/18 and will not appear in future Director's Reports

## DIRECTOR'S REPORT (continued)

### MANAGED SITES

- **River Drive parcel (North Branch Canal Trail trailhead and river access)**
  - No change since last meeting
  
- **Montour Township (Columbia County) Legion Road parcel**
  - No change since last meeting
  
- **Riverside Borough river access (NO CHANGE SINCE LAST MEETING)**
  - River levels have remained consistently too high to allow work on the sign that it out of alignment
    - Stoudt will attempt the work once river levels have gone down and soil has dried out
  
- **Hopewell Park / Danville Borough Farm**
  - Stoudt met with the Montour County Conservation District on 1/23 to discuss options to improve the drainage from the bike jumps / pump track area; frequent heavy rains have made the site and adjacent parking lot chronically muddy
    - Stoudt will work with Dave Decoteau and others to consider alternatives and will pursue permits as might be required to do the work
  - A break-in at the pig barn was discovered on 11/27 by former MARC Board member Dave Walker and reported to Stoudt
    - Stoudt inspected the building and contacted the Mahoning Township Police Department to document and report the incident
    - the following items, valued at a combined total of \$2,175, were stolen from the building:
      - 30 ten-foot long 1 ¾" diameter galvanized steel pipes
      - 80 five-foot long 1 ¼" diameter galvanized steel pipes
      - 3 fifty-foot long, five-light work light strings
    - the vandal(s) broke into the building by cutting and breaking a steel eye bolt which held the door lock and chain; they also broke a number of windows throughout the building and scattered materials
    - Stoudt, Piatt and Yeich repaired and cleaned up the building during the week of 12/3 – 12/7 at a total cost for labor and materials of roughly \$1,000
    - Stoudt has posted trail cameras around the building and has documented three additional attempted breaking and entering incidents, as well as one vandalism incident
      - audio and video recordings have been provided to Mahoning Township Police, as well as to Danville Borough Police and Danville Borough staff
      - investigations are ongoing as of 1/24

## DIRECTOR'S REPORT (continued)

### MANAGED SITES (continued)

#### • Hess Recreation Area

- An area of hillside approximately 40ft wide by 20ft high slid onto the Robbins Trail on 11/27/18
  - The slide appears to have been caused by the long-term supersaturated conditions at the site, made worse by freezing and thawing of the hillside and the ongoing die-off and collapse of hemlock and ash trees
  - Stoudt, Piatt, Yeich and Joe Ward cleared a significant portion of the slide on 11/30, but did not have large enough machinery to complete the work
  - Stoudt employed Elijah Evans Excavating to clear the remaining debris from the trail on 12/11 at a cost of \$900
  - Stoudt continues to monitor several other developing slides in the same immediate area, including two portions of the Robbins Trail itself
    - Stoudt met on 1/23 with the Montour County Conservation District to consider options to stabilize the site
      - MARC would likely need to hire a geotechnical engineering firm to analyze the site and design a solution to stabilize the hillside
      - the engineering work alone is estimated in the several thousand dollars range; the cost to adequately stabilize the hillside is estimated at more than \$100,000
      - MARC has no funding available to undertake such a project; Stoudt will continue to monitor conditions at the site and will close the trail for the short or long-term if conditions warrant
- Conditions remain too wet to allow repair of damages to a trail bridge and boardwalk along the Mahoning Flats Trail network
  - Stoudt will coordinate repairs when soil conditions allow, perhaps with the assistance of an Eagle Scout candidate



## DIRECTOR'S REPORT (continued)

### MANAGED SITES (continued)

#### • North Branch Canal Trail

- The large pile of straw bales placed near mile marker 1.7 has been mostly removed, though some bales remain
- Utility workers working near mile marker 1.4 have caused minor damages to the trail
- Trail Steward Wayne Kashner continues to monitor the trail and has reported several new erosion concerns since the recent high water events
  - A portion of the river bank near mile marker 4.9 suffered significant erosion during the 2018 flooding events and may eventually threaten the trail
    - Stoudt, Trail Steward Wayne Kashner and representatives of Columbia County and the Columbia County Conservation District visited the site on 11/27 to inspect the site and determine whether any corrective action might be possible; discussions are ongoing
- Most of the trail in Montour Township, Columbia County, between mile markers 5.7 – 6.2, has been partly or fully inundated with water since late summer 2018
- No work has yet been attempted near the campground because of continued wet conditions
  - Stoudt will follow up again as soon as conditions allow
  - Stoudt has consulted with the Montour County Conservation District regarding allowable repairs

#### • Montour Preserve

- Lights around the Environmental Education Center parking lot were noticed to not be working in mid-November
  - Stoudt and Piatt have investigated and discovered at least one burned-out wiring connection and several other possible failures
  - weather conditions have hampered repair efforts, but Piatt is working with his contacts to make the necessary repairs
- The Bobcat utility vehicle failed again in mid-December, requiring pick-up and servicing by Best Line Equipment Rental
  - after inspection, it was determined that the vehicle's front axle had broken
  - to properly repair the vehicle, it was estimated that the cost would exceed \$5,000
  - Stoudt instructed the shop to do the minimum work required to restore the vehicle to working condition, but chose to not repair the axle (allowing 2-wheel but not 4-wheel drive)
  - the repair work cost \$1,167.51
  - the vehicle continues to function in a limited capacity, but Stoudt fears another, final, failure is inevitable
  - Stoudt anticipates the purchase of a replacement vehicle in early 2019 if DCED grant funding is approved

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

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

#### **Montour Preserve (continued)**

- Stoudt discovered on 1/22 that the heat in the Environmental Education Center auditorium was not working properly
  - Stoudt and Piatt troubleshooted the HVAC system on 1/23, but could only get the temperature in the room up to roughly 68°
  - With special events scheduled in the room on 1/23, 1/25, 1/27 and 1/28, Stoudt chose to purchase two electric space heaters (at a total cost of \$494) to supplement the room's HVAC system
  - Stoudt anticipates the total replacement of the building's HVAC system in 2019 if DCED grant funding is approved
- Stoudt, Piatt, Beam, Yeich and several volunteers (Deb Steransky, Ken Mertz, Jeff Foster, Randy Watts, George Ritter and Brett Boush) worked on 1/17 to cut and stack firewood for the sugar shack
- MARC anticipates the repair of cracks in several of the visitors' center roof joists in early 2019 if DCED grant funding is approved
- 2019 Maple Sugaring Open House dates have been set:
  - Sunday, March 3, from 12:00pm – 4:00pm
  - Saturday, March 9, from 9:30am – 2:30pm
- The Pennsylvania Master Naturalist program volunteers will be hosting a pancake breakfast fundraiser at the Montour Preserve on Saturday, March 9, from 8:30am – 11:00am
  - Advanced purchase of tickets is recommended; tickets are available online at <https://pamasternaturalist.ticketspice.com/pancakes-and-maple-syrup-breakfast?fbclid=IwAR158h5tDL6wlpZ0LwX8-kRrUiXa35Vg1tP5yarmOK-eRdTsz344NLUfeiA>

## DIRECTOR'S REPORT (continued)

### OTHER UPDATES

- On 12/5 and 12/6, Stoudt attended the 2018 Recreation and Conservation Leadership Summit in State College, sponsored by PA DCNR and the PA Recreation & Park Society
  - Discussion topics included:
    - Diversity, equity and inclusion
    - Health and wellness
    - Maintenance and infrastructure
    - Sustainable funding
    - Professional and leadership development
  - Stoudt will incorporate several best-practice suggestions into MARC's operations and will work with MARC's Development Advisory Committee to attempt to implement several fundraising recommendations
- MARC's Supporter Appreciation Dinner was held at the Montour Preserve on 1/9
  - roughly sixty supporters attended the event
  - MARC recognized Mike Mills and Frank Dombroski for 10+ years of service on MARC's Board
  - MARC recognized Wayne Kashner, North Branch Canal Trail Steward, as MARC's 2018 Volunteer of the Year



- Stoudt attended the 1/15 meeting of the Washingtonville Beautification Club at the Jane E. DeLong Memorial Hall
  - Stoudt recommends MARC's assistance with several initiatives put forth during the meeting, to be discussed during the Partner Reports

### UPCOMING EVENTS AND MEETINGS

- January 29 MARC Development Advisory Committee meeting (rescheduled from 1/21)
- February 2 Lore, Legend & Natural History of Groundhogs (10:00am, Montour Preserve)
- February 16 Winter Birds (10:00am, Montour Preserve)
- February 23 Montour Preserve sugar shack setup (9:00am)
- February 24 Humdinger pig barn setup (1:00pm)
- February 25 MARC meeting
- March 2 Humdinger Trail Races
- March 3 Montour Preserve maple sugaring open house (12:00pm – 4:00pm)
- March 9 Montour Preserve pancake breakfast fundraiser (8:30am – 11:00am)
- March 9 Montour Preserve maple sugaring open house (9:30am – 2:30pm)