

7:00pm February 26, 2024 Regular Meeting Agenda

Montour Preserve Environmental Education Center, 374 Preserve Rd, Danville, PA 17821
or <https://us02web.zoom.us/j/81557227410?pwd=b1QrY2JROHAzNG5BVityMXZrajRwdz09>

To connect by phone: (929) 205 6099 | Meeting ID: 815 5722 7410 | Passcode: 083658

Call to Order

Public Comment

Officer Reports

- Chairman's Report
- Treasurer's Report (*pages 2 - 16*)
- Secretary's Report

Partner Reports

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

Assistant Director's Report (Julian Brehm) (*page 17*)

Director's Report (Bob Stoudt) (*pages 18 – 28*)

Old Business

New Business

- Approval of Equipment Purchases (Box Blade, Roller, and Debris Blower) (\$6,949.25) (*page 29*)
- Approval of Hess Recreation Area Hess Loop Trail Repair Materials Purchase (\$12,200) (*page 31*)
- Approval of Hess Recreation Area Hess Loop Trail Boardwalk Removal / French Mattress Installation (\$3,500) (*page 32*)
- Approval of Hess Recreation Area Hess Loop Trail Collapse Reconstruction (\$11,200) (*page 33*)
- Approval of Hess Recreation Area Hess Loop Trail Drainage Projects (\$12,400) (*page 34*)

Other Items

Adjournment

next meeting: 7:00pm Monday, March 25

MARC 2024 Checking Account Register (ID 40)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount for Internal Budgeting	Statement of Revenues & Expenses Line Item	Grant to Credit or Debit (if applicable)	Debit (-)	Credit (+)	Account Balance
debit card	1/23/2024	2/2/2024	1/1 - 1/31/24	AgPro (suet cakes and paper towels)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	23.27		82,188.70
debit card	1/23/2024	2/2/2024	1/1 - 1/31/24	Amazon.com (printer cartridges, label tape, key tags, wooden spoons, silicone stoppers, paper)	\$83.69 office supplies; \$532.89 Montour Preserve (programming supplies)	\$83.69 office supplies; \$532.89 park & trail maintenance	Montour County Hotel Tax	616.58		81,572.12
auto pay	1/23/2024	2/2/2024	1/1 - 1/31/24	Zoom	dues & fees	dues & fees	Montour County Hotel Tax	16.95		81,555.17
7622	1/24/2024	2/2/2024		Johnson Controls Security Solutions	Montour Preserve (security system)	park & trail maintenance	Montour County Hotel Tax	212.85		81,342.32
auto pay	1/24/2024	2/2/2024	1/1 - 1/31/24	Ride with GPS	dues & fees	dues & fees	Montour County Hotel Tax	10.00		81,332.32
debit card	1/25/2024	2/2/2024	1/1 - 1/31/24	Hoover Tractor (tractor filters and oil)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	118.16		81,214.16
auto pay	1/26/2024	2/2/2024	1/1 - 1/31/24	MailChimp	\$16.43 Montour Preserve (email); \$16.43 admin/misc.	\$16.43 park & trail maintenance; \$16.43 admin/misc	Montour County Hotel Tax	32.86		81,181.30
debit card	1/26/2024	2/2/2024	1/1 - 1/31/24	Ye Olde Cycle Barn (helmet and goggles)	tools & supplies	park & trail maintenance	Montour County Hotel Tax	151.69		81,029.61
debit card	1/27/2024	2/2/2024	1/1 - 1/31/24	Cole's Hardware (respirator masks, wire brushes, saw horses)	tools & supplies	park & trail maintenance	Montour County Hotel Tax	122.09		80,907.52
7623	1/28/2024	2/2/2024		PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	2,802.71		78,104.81
7624	1/28/2024	2/2/2024		PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	1,158.75		76,946.06
7625	1/28/2024	2/2/2024		PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	56.62		76,889.44
7626	1/28/2024	2/2/2024		PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	33.89		76,855.55
debit card	1/31/2024	2/2/2024		Larry's Lumber (20ft 24" culvert pipe)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	654.82		76,200.73
debit card	1/31/2024	2/2/2024		Amazon.com (paper towels and toilet paper)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	149.41		76,051.32
debit card	1/31/2024	2/2/2024		Amazon.com (toilet bowl cleaner)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	19.86		76,031.46
debit card	1/31/2024	2/2/2024		Amazon.com (toilet brush and urinal screens)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	52.57		75,978.89
auto pay	1/31/2024	2/2/2024	1/1 - 1/31/24	PA UC Fund (Q4 payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	20.06		75,958.83
auto pay	1/31/2024	2/2/2024		Keystone Collections Group (Q4 payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	442.25		75,516.58
7627	1/31/2024	2/2/2024		Dennis Piatt (payroll 1/14 - 1/27)	payroll - Piatt	wages	Montour County Hotel Tax	427.55		75,089.03
7628	1/31/2024	2/2/2024		Julian Brehm (payroll 1/14 - 1/27)	payroll - Brehm	wages	Montour County Hotel Tax	1,732.75		73,356.28
7629	1/31/2024	2/2/2024		Robert Stoudt (payroll 1/14 - 1/27)	payroll - Stoudt	wages	Montour County Hotel Tax	3,275.70		70,080.58
7630	1/31/2024	2/2/2024		Susan Shultz CPA Tax & Accounting	accounting	professional services	Montour County Hotel Tax	125.00		69,955.58
7631	1/31/2024	2/2/2024		Menco Mechanical (repair services for Environmental Education Center HVAC unit and thermostat)	Montour Preserve (HVAC maintenance)	park & trail maintenance	Montour County Hotel Tax	3,436.82		66,518.76
7632	1/31/2024	2/2/2024		Shawn's Lawn and Excavating (Montour Preserve snow plowing)	Montour Preserve (snow plowing)	park & trail maintenance	Montour County Hotel Tax	500.00		66,018.76
7633	1/31/2024	2/2/2024		PPL Electric Utilities	Hess Recreation Area (electricity)	park & trail maintenance	Montour County Hotel Tax	130.61		65,888.15
7634	1/31/2024	2/2/2024		SkyPacket Networks	Montour Preserve (internet service)	park & trail maintenance	Montour County Hotel Tax	79.00		65,809.15
interest	1/31/2024	2/2/2024	1/1 - 1/31/24	dividend interest earned 1/1 - 1/31/24	interest	interest			17.62	65,826.77
auto pay	1/31/2024	2/2/2024	1/1 - 1/31/24	Commonwealth of PA (Q4 payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	200.94		65,625.83
auto pay	1/16/2024	2/2/2024	1/1 - 1/31/24	Internal Revenue Service (December payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	1,417.38		64,208.45

MARC 2024 Checking Account Register (ID 40)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount for Internal Budgeting	Statement of Revenues & Expenses Line Item	Grant to Credit or Debit (if applicable)	Debit (-)	Credit (+)	Account Balance
debit card	2/1/2024			AgPro (torch, lighter, suet cakes)	\$28.41 Montour Preserve (programming supplies); \$16.88 Montour Preserve (maintenance/misc)	park & trail maintenance	Montour County Hotel Tax	45.29		64,163.16
debit card	2/3/2024			Millville Hardware (latex gloves and hose clamps)	Montour Preserve (programming supplies)	park & trail maintenance	Montour County Hotel Tax	37.63		64,125.53
7635	2/5/2024			Heaps Container Service	\$130 Montour Preserve (trash); \$70 Hess Recreation Area (trash)	park & trail maintenance	Montour County Hotel Tax	200.00		63,925.53
debit card	2/5/2024			Cole's Hardware (paper towels and toilet paper)	Hess Recreation Area (restrooms)	park & trail maintenance	Montour County Hotel Tax	21.17		63,904.36
debit card	2/6/2024			WalMart (paper plates, tissues, packaging foam)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	97.82		63,806.54
debit card	2/7/2024			Cole's Hardware (4-cycle TrueFuel and sanding discs)	Washingtonville Revitalization (pavilion project)	special projects	CGF Washingtonville Pavilion Project Grant	72.04		63,734.50
debit card	2/7/2024			Cole's hardware (sanding discs)	Washingtonville Revitalization (pavilion project)	special projects	CGF Washingtonville Pavilion Project Grant	31.76		63,702.74
debit card	2/7/2024			Klein Artworks (printing of Montour Preserve, MARC, and Montour Preserve launch tag fundraising rack cards)	fundraising	fundraising	Montour County Hotel Tax	535.00		63,167.74
deposit	2/9/2024			deposit	\$757 Montour Preserve (pavilion and auditorium reservation fees); \$250 Hess Recreation Area (users' fees)	\$757 contributions and user fees (Montour Preserve); \$250 contributions and user fees (Hess Recreation Area)			1,007.00	64,174.74
debit card	2/12/2024			Leighow Oil Company (diesel fuel)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	59.84		64,114.90
7636	2/14/2024			Airiam (website hosting)	Montour Preserve (internet service)	park & trail maintenance	Montour County Hotel Tax	104.94		64,009.96
7637	2/14/2024			Dennis Piatt (payroll 1/28 - 2/12)	payroll - Piatt	wages	Montour County Hotel Tax	196.89		63,813.07
7638	2/14/2024			Julian Brehm (payroll 1/28 - 2/12)	payroll - Brehm	wages	Montour County Hotel Tax	1,970.69		61,842.38
7639	2/14/2024			Robert Stoudt (payroll 1/28 - 2/12)	payroll - Stoudt	wages	Montour County Hotel Tax	3,041.81		58,800.57
7640	2/14/2024			Kelly Kishbaugh (reimbursement for Carter Kishbaugh Eagle Scout project expenses)	special projects	special projects		189.06		58,611.51
7641	2/14/2024			PA Recreation and Park Society (2024 dues)	dues & fees	dues & fees	Montour County Hotel Tax	120.00		58,491.51
7642	2/14/2024			Columbia Montour Visitors Bureau (annual dues)	dues & fees	dues & fees		101.97		58,389.54
transfer	2/14/2024			transfer from savings account to reimburse Montour County Hotel Tax grant eligible expenses incurred 1/18 - 2/15			Montour County Hotel Tax		28,744.72	87,134.26
auto pay	2/15/2024			US Treasury (January payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	3,676.46		83,457.80
auto pay	2/15/2024			PA Dept. of Revenue (January payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	481.05		82,976.75
debit card	2/15/2024			Millville Hardware (propane cylinders, pitchfork, lubricants)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	83.79		82,892.96
deposit	2/15/2024			deposit (Chillisquaque Limestone Watershed Association donation for Chillisquaque Creek projects (Mill Park))	donations - Mill Park	contributions and user fees - Mill Park			2,629.31	85,522.27
debit card	2/19/2024			GreatValu (bottled water)	Montour Preserve (programming supplies)	park & trail maintenance	Montour County Hotel Tax	10.36		85,511.91
debit card	2/19/2024			AgPro (suet cakes and bird feed)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	57.14		85,454.77
debit card	2/20/2024			Staples (binders, mounting tape, post-it notes, binder clips)	office supplies	office supplies	Montour County Hotel Tax	210.06		85,244.71
debit card	2/21/2024			ABL Graphics (sign printing and laminating)	Montour Preserve (programming supplies)	park & trail maintenance	Montour County Hotel Tax	20.50		85,224.21

MARC 2024 Savings Account Register (ID 01)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
				2024 beginning balance			57,278.51
transfer	1/19/24	2/2/24	1/1 - 1/31/24	transfer to savings for Montour County Hotel Tax grant eligible expenses incurred 1/1 - 1/17	13,248.26		44,030.25
deposit	2/12/24			deposit of Q4 2023 Montour County Hotel Tax grant		36,778.03	80,808.28
transfer	2/14/24			transfer to savings for Montour County Hotel Tax grant eligible expenses incurred 1/18 - 2/15	28,744.72		52,063.56

2024 CGF Grant - Hess Recreation Area Restroom Checking Account Register (ID 41)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
		2/2/24		beginning balance			-

MARC 2024 Mahoning Township ARP Grant Checking Account Register (ID 43)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
				2024 beginning balance			15,750.87
interest	1/31/24	2/2/24	1/1 - 1/31/24	interest earned 1/1 - 1/31/24		3.34	15,754.21

2024 CGF Grant - Washingtonville Pavilion Checking Account Register (ID 45)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
				2024 beginning balance			1,000.00

Montour County Act 13 Grant Checking Account Register (ID 48)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
				2024 beginning balance			30,038.45
interest	1/31/24	2/2/24	1/1 - 1/31/24	interest earned 1/1 - 1/31/24		6.38	30,044.83

2024 CGF Grant - Washingtonville DeLong Park Checking Account Register (ID 49)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
				2024 beginning balance			217.93
transfer	1/18/24	2/2/24	1/1 - 1/31/24	transfer to checking account to reimburse grant eligible expenses incurred in 2023	217.93		-



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Account Statement

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Statement For: **01/01/2024 - 01/31/2024**

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ADDRESS SERVICE REQUESTED

717652 8312 1/4 UNQ 02-01-24 CLT
000008311 1



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Your Account Balances as of 01/31

Regular Savings ID 01	\$44,030.25
Checking ID 40	79,614.93
Cgf Hess Grant ID 41	0.00
Mahoning Arp Grant ID 43	15,754.21
Cgf Washingtonville Pavilion ID 45	1,000.00
Act 13 Grant ID 48	30,044.83
Washingtonville Delong Park ID 49	0.00
Account Balance Total	\$170,444.22
Total Dividends Year-To-Date	\$27.34

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REGULAR SAVINGS ID 01	Beginning Balance	\$57,278.51
	0 Total Deposits for	0.00
	1 Total Withdrawals for	13,248.26-
	Ending Balance	\$44,030.25

Date	Transaction Description	Deposit	Withdrawal	Balance
01/19	Withdrawal Home Banking Transfer To Share 40 Montour County Hotel Tax eligible expenses Jan 1 to Jan 17		\$13,248.26-	\$44,030.25

CHECKING ID 40	Beginning Balance	\$81,681.19
Dividends Year-To-Date \$17.62	4 Total Deposits for	17,574.81
	44 Total Withdrawals for	19,641.07-
	Ending Balance	\$79,614.93

Annual Percentage Yield earned 0.250% from 01/01/2024 through 01/31/2024

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Member Number:

Statement For: **01/01/2024 - 01/31/2024**

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CHECKING ID 40		Continued from previous page.		
Date	Transaction Description	Deposit	Withdrawal	Balance
01/04	Withdrawal POS #000008341088 VINYLDISORD SAN JOSE CA		\$369.96-	\$81,311.23
01/05	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/03 VISTAPRINT 866-207-4955 MA 0 4003044834 5		56.16-	81,255.07
01/08	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/04 TURBOTVILLE GREAT VAL TURBOTVILLE PA 1 4004683374 2		35.43-	81,219.64
01/08	Draft 7597		736.00-	80,483.64
01/09	Deposit	4,091.00		84,574.64
01/09	Draft 7598		730.68-	83,843.96
01/11	Draft 7576		50.00-	83,793.96
01/11	Draft 7609		274.50-	83,519.46
01/12	Draft 7601		227.29-	83,292.17
01/12	Draft 7608		1,578.58-	81,713.59
01/13	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/11 Larry's Lumber And Sup Bloomsburg PA 0 4011307396 0		325.70-	81,387.89
01/13	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/11 LOWE'S #1868 BLOOMSBURG PA 0 4011313605 0		580.84-	80,807.05
01/13	Withdrawal POS #000016355749 SQ *COLE'S HARDWARE INC. SQUARE PURCHASE DANVILLE PA		196.32-	80,610.73
01/16	Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		1,417.38-	79,193.35
01/16	Withdrawal Bill Payment #000000628672 4805058855 DNH*GODADDY.COM TEMPE AZ		44.34-	79,149.01
01/16	Draft 7607		378.85-	78,770.16
01/17	Withdrawal POS #000000213199 DOLLAR GENERAL #7322 DG 073222918 STATE ROUT MILLVILLE PA		19.45-	78,750.71
01/17	Draft 7610		56.30-	78,694.41
01/17	Draft 7602		1,724.03-	76,970.38
01/18	Draft 7603		60.85-	76,909.53
01/18	Draft 7606		79.00-	76,830.53
01/19	Deposit Home Banking Transfer From Share 49 Eff. Date 01/18	217.93		77,048.46
01/19	Deposit Home Banking Transfer From Share 01 Montour County Hotel Tax eligible expenses Jan 1 to Jan 17	13,248.26		90,296.72
01/20	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/18 AGPRO FARM & HOME TURBOTVILLE PA 0 4018189499 4		139.13-	90,157.59
01/22	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/18 TURBOTVILLE GREAT VAL TURBOTVILLE PA 1 4018139708 2		55.70-	90,101.89
01/22	Draft 7605		200.00-	89,901.89
01/23	Withdrawal POS #000093281313 NNT AGPRO FARM & HO000243 4675 STATE ROUTE 54 TURBOTVILLE PA		23.27-	89,878.62
01/24	Draft 7613		1,693.24-	88,185.38
01/24	Draft 7614		2,648.73-	85,536.65
01/25	Recurring Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/23 ZOOM.US 888-799-9666 WWW.ZOOM.US CA 0 4023523001 5		16.95-	85,519.70
01/26	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/24 AMZN Mktp US*R08GM5D30 Amzn.com/bill WA 0 4024488228 5		616.58-	84,903.12
01/26	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/24 RIDE WITH GPS 4154729809 OR 0 4024802292 6		10.00-	84,893.12
01/26	Draft 7615 Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 7204096069		115.69-	84,777.43
01/26	Draft 7604		434.00-	84,343.43
01/27	Withdrawal POS #000016304214 SQ *COLE'S HARDWARE INC. SQUARE PURCHASE DANVILLE PA		122.09-	84,221.34
01/29	Recurring Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/26 MAILCHIMP *MISC MAILCHIMP.COM GA 1 4026590864 2		32.86-	84,188.48
01/29	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/25 HOOVER TRACTOR LLC MIFFLINBURG PA 1 4025187127 2		118.16-	84,070.32
01/29	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/26 YE OLDE CYCLE BARN HUGHESVILLE PA 1 4026641747 1		151.69-	83,918.63

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Account Statement

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Member Number:

Statement For: **01/01/2024 - 01/31/2024**

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CHECKING ID 40 Continued from previous page.

Date	Transaction Description	Deposit	Withdrawal	Balance
01/29	Draft 7621		31.94-	83,886.69
01/29	Draft 7620		65.93-	83,820.76
01/29	Draft 7617		104.94-	83,715.82
01/29	Draft 7612		427.55-	83,288.27
01/29	Draft 7618		882.82-	82,405.45
01/29	Draft 7619		2,152.14-	80,253.31
01/30	Draft 7611		435.00-	79,818.31
01/31	Withdrawal ACH Unemp Comp Eft TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT		20.06-	79,798.25
01/31	Withdrawal ACH Commwlthofpapath TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFAPATH NAME: MONTOUR AREA RECREATIO		200.94-	79,597.31
01/31	Deposit Dividend Dividend Post	17.62		79,614.93

Fees Paid

Description	Current	YTD	Description	Current	YTD
Acct-40 Total Return Item Fees	\$0.00	\$0.00	Acct-40 Total Overdraft Fees	\$0.00	\$0.00

Summary by Check Number * Asterisk next to number indicates skip in sequence 23 Checks Cleared for \$15,088.06

Number	Cleared	Amount	Number	Cleared	Amount	Number	Cleared	Amount
7576	01/11/24	\$50.00	7606	01/18/24	\$79.00	7614	01/24/24	\$2,648.73
7597 *	01/08/24	736.00	7607	01/16/24	378.85	7615	01/26/24	115.69
7598	01/09/24	730.68	7608	01/12/24	1,578.58	7617 *	01/29/24	104.94
7601 *	01/12/24	227.29	7609	01/11/24	274.50	7618	01/29/24	882.82
7602	01/17/24	1,724.03	7610	01/17/24	56.30	7619	01/29/24	2,152.14
7603	01/18/24	60.85	7611	01/30/24	435.00	7620	01/29/24	65.93
7604	01/26/24	434.00	7612	01/29/24	427.55	7621	01/29/24	31.94
7605	01/22/24	200.00	7613	01/24/24	1,693.24			

CGF HESS GRANT ID 41			
	Beginning Balance		\$0.00
	0 Total Deposits for		0.00
	0 Total Withdrawals for		0.00
	Ending Balance		\$0.00

Fees Paid

Description	Current	YTD	Description	Current	YTD
Acct-41 Total Return Item Fees	\$0.00	\$0.00	Acct-41 Total Overdraft Fees	\$0.00	\$0.00

MAHONING ARP GRANT ID 43			
Dividends Year-To-Date \$3.34		Beginning Balance	\$15,750.87
		1 Total Deposits for	3.34
		0 Total Withdrawals for	0.00
		Ending Balance	\$15,754.21

Annual Percentage Yield earned 0.250% from 01/01/2024 through 01/31/2024

Date	Transaction Description	Deposit	Withdrawal	Balance
01/31	Deposit Dividend Dividend Post	\$3.34		\$15,754.21

Fees Paid

Description	Current	YTD	Description	Current	YTD
Acct-43 Total Return Item Fees	\$0.00	\$0.00	Acct-43 Total Overdraft Fees	\$0.00	\$0.00

CGF WASHINGTONVILLE PAVILION ID 45			
	Beginning Balance		\$1,000.00
	0 Total Deposits for		0.00
	0 Total Withdrawals for		0.00
	Ending Balance		\$1,000.00

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Account Statement

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Member Number:

Statement For: **01/01/2024 - 01/31/2024**

Page: **4 of 4**

Fees Paid

Description	Current	YTD	Description	Current	YTD
Acct-45 Total Return Item Fees	\$0.00	\$0.00	Acct-45 Total Overdraft Fees	\$0.00	\$0.00

ACT 13 GRANT ID 48

Dividends Year-To-Date \$6.38

Beginning Balance	\$30,038.45
1 Total Deposits for	6.38
0 Total Withdrawals for	0.00
Ending Balance	\$30,044.83

Annual Percentage Yield earned 0.250% from 01/01/2024 through 01/31/2024

Date	Transaction Description	Deposit	Withdrawal	Balance
01/31	Deposit Dividend Dividend Post	\$6.38		\$30,044.83

Fees Paid

Description	Current	YTD	Description	Current	YTD
Acct-48 Total Return Item Fees	\$0.00	\$0.00	Acct-48 Total Overdraft Fees	\$0.00	\$0.00

WASHINGTONVILLE DELONG PARK ID 49

Beginning Balance	\$217.93
0 Total Deposits for	0.00
1 Total Withdrawals for	217.93-
Ending Balance	\$0.00

Date	Transaction Description	Deposit	Withdrawal	Balance
01/19	Withdrawal Home Banking Transfer To Share 40 Eff. Date 01/18		\$217.93-	\$0.00

Fees Paid

Description	Current	YTD	Description	Current	YTD
Acct-49 Total Return Item Fees	\$0.00	\$0.00	Acct-49 Total Overdraft Fees	\$0.00	\$0.00

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MARC Account Reconciliation - Service 1st Accounts

UPDATED 1/31/24

ending balance from 1/31/24 bank statement	\$ 170,444.22
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 170,444.22
withdrawals not yet cleared (detailed below)	\$ 15,406.48
calculated balance (should agree with actual combined balance)	\$ 155,037.74
balance savings account (ID 01)	\$ 44,030.25
balance checking account (ID 40)	\$ 64,208.45
balance CGF Hess Recreation Area restroom roof repair grant account (ID 41)	\$ -
balance Mahoning Twp. ARP Grant checking account (ID 43)	\$ 15,754.21
balance CGF Washingtonville Pavilion grant checking account (ID45)	\$ 1,000.00
balance Act 13 Grant checking account (ID 48)	\$ 30,044.83
balance GGF Washingtonville DeLong Park trail grant (ID 49)	\$ -
actual combined balance	\$ 155,037.74
difference	\$ -

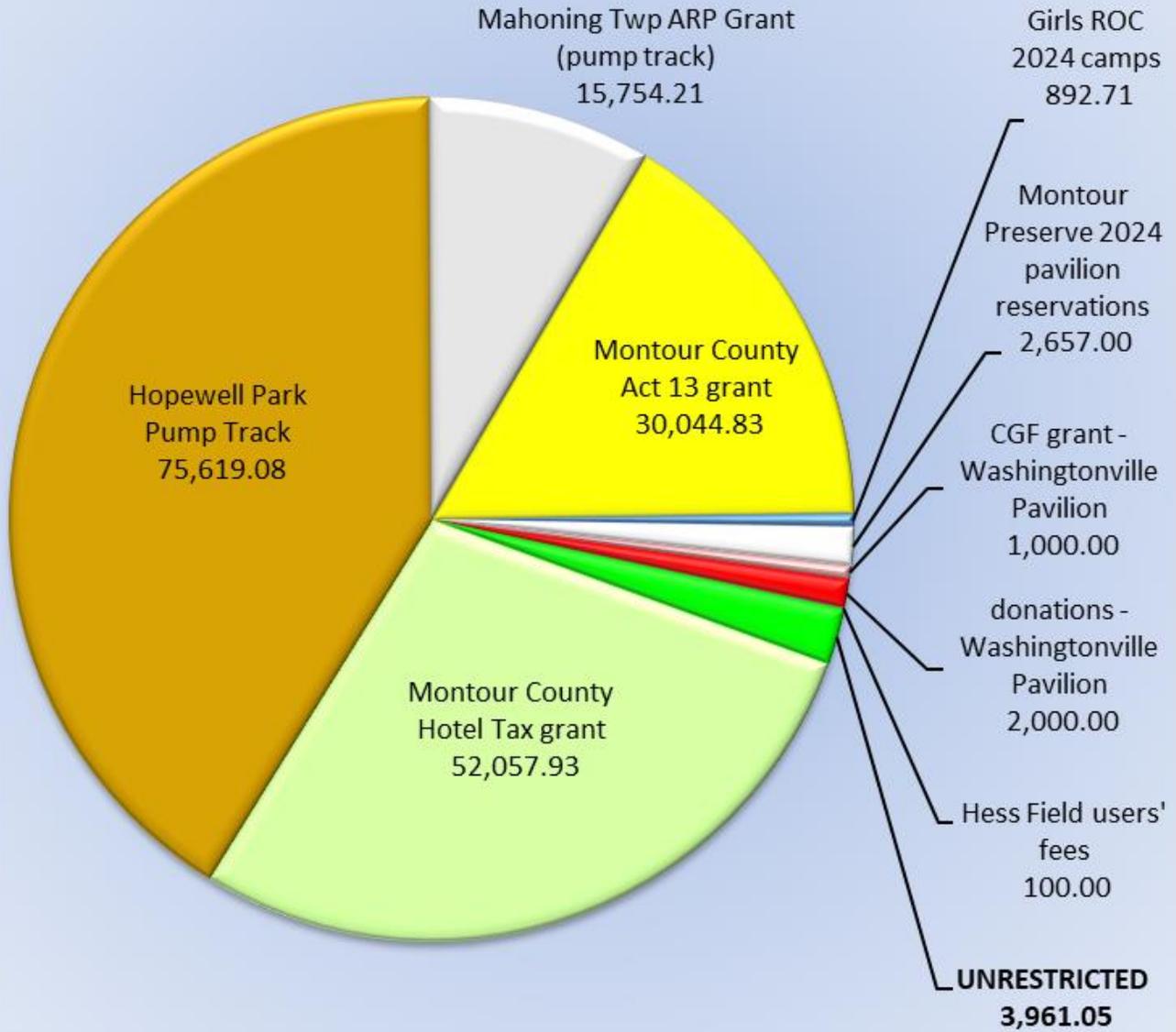
DEPOSITS NOT YET POSTED

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

WITHDRAWALS NOT YET CLEARED

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
7/31/23	7475	Lesley Yeich (payroll 7/16 - 7/29)	7.89
12/4/23	7592	Craig Reinard (payroll 11/19 - 12/2)	7.43
1/17/24	7616	Danville Business Alliance (one year membership dues)	100.00
1/24/24	7622	Johnson Controls Security Solutions	212.85
1/28/24	7623	PPL Electric Utilities	2,802.71
1/28/24	7624	PPL Electric Utilities	1,158.75
1/28/24	7625	PPL Electric Utilities	56.62
1/28/24	7626	PPL Electric Utilities	33.89
1/31/24	debit card	Larry's Lumber (20ft 24" culvert pipe)	654.82
1/31/24	debit card	Amazon.com (paper towels and toilet paper)	149.41
1/31/24	debit card	Amazon.com (toilet bowl cleaner)	19.86
1/31/24	debit card	Amazon.com (toilet brush and urinal screens)	52.57
1/31/24	auto pay	Keystone Collections Group (Q4 payroll taxes)	442.25
1/31/24	7627	Dennis Piatt (payroll 1/14 - 1/27)	427.55
1/31/24	7628	Julian Brehm (payroll 1/14 - 1/27)	1,732.75
1/31/24	7629	Robert Stoudt (payroll 1/14 - 1/27)	3,275.70
1/31/24	7630	Susan Shultz CPA Tax & Accounting	125.00
1/31/24	7631	Menco Mechanical (repair services for Environmental Education Center HVAC unit and thermostat)	3,436.82
1/31/24	7632	Shawn's Lawn and Excavating (Montour Preserve snow plowing)	500.00
1/31/24	7633	PPL Electric Utilities	130.61
1/31/24	7634	SkyPacket Networks	79.00
TOTAL			\$ 15,406.48

MARC FUNDS EARMARKS AS OF 2/21/24
COMBINED ACCOUNT BALANCE: \$184,086.81





MONTOUR AREA RECREATION COMMISSION 2024 BUDGET

ADOPTED 11/20/23; YEAR-TO-DATE AS OF 2/21/24

	EXPENSE	YEAR-TO-DATE ACTUAL	2024 BUDGET	FUNDING SOURCES	YEAR-TO-DATE ACTUAL	2024 BUDGET	YEAR-TO-DATE SITE / PROJECT SURPLUS / (DEFICIT)	2024 BUDGET SITE / PROJECT SURPLUS / (DEFICIT)
PARK & TRAIL MAINTENANCE	COLUMBIA COUNTY PROJECTS	(8.88)	(9,000)	Columbia County grant funding (proposed)	-	9,000	(8.88)	-
	HESS RECREATION AREA	(1,941.96)	(221,900)	grant funding [190,000] (proposed), user fees [2,500], and donations [400]	650.00	192,500	(1,291.96)	(29,400)
	HOPEWELL PARK / DANVILLE BOROUGH FARM TRAIL SYSTEM	(50.09)	(12,300)			-	(50.09)	(12,300)
	MILL PARK	(67.32)	(7,500)	grant funding and donations	2,629.31	5,000	2,561.99	(2,500)
	MONTOUR PRESERVE	(30,318.66)	(343,850)	grants [40,000] (proposed), rental fees [15,000], donations [10,000], concessionaire [1,000]	1,873.00	66,000	(28,445.66)	(277,850)
	NORTH BRANCH CANAL TRAIL	(23.13)	(21,950)			-	(23.13)	(21,950)
	NORTH BRANCH CANAL TRAIL PARKING AREA/ RIVER ACCESS	(16.00)	(4,150)			-	(16.00)	(4,150)
	PARK & TRAIL MAINTENANCE TOOLS AND SUPPLIES	(854.62)	(11,500)			-	(854.62)	(11,500)
SPECIAL PROJECTS & EVENTS	BICYCLE / PEDESTRIAN SAFETY PROJECTS	(314.16)	(750)			-	(314.16)	(750)
	BICYCLE ROUTES MAPPING AND PROMOTION	-	(750)			-	-	(750)
	CHILLSQUAQUE CREEK CLEANUP AND PROMOTION	(17.76)	(1,500)	grant funding		1,000	(17.76)	(500)
	DANVILLE BOROUGH PLAY SET INSTALLATION	(13.56)	(7,500)			-	(13.56)	(7,500)
	DIRTY GRIN MOUNTAIN BIKE FESTIVAL	(108.48)	(7,500)	race registration fees and sponsorships	-	7,500	(108.48)	-
	GIRLS ROC CAMPS	-	(750)	donations and fees	892.71	750	892.71	-
	HOPEWELL PARK PUMP TRACK CONSTRUCTION	-	(210,000)	donations [95,000] and DCNR grant [\$125,000]	35,718.36	210,000	35,718.36	-
	HOPEWELL PARK PUMP TRACK ENGINEERING, PERMITTING, AND PROJECT ADMINISTRATION	(99.28)	(40,000)	donations	40,000.00	40,000	39,900.72	-
	REGIONAL MOUNTAIN BIKING PROMOTION	(284.35)	(2,500)			-	(284.35)	(2,500)
	RIVERSIDE BOROUGH PARKS REVITALIZATION	-	(1,000)			-	-	(1,000)
	SPECIAL PROJECTS AND EVENTS - OTHER	(246.04)	(5,000)			-	(246.04)	(5,000)
	TOURISM PROMOTION SPECIAL PROJECTS - OTHER	(98.32)	(1,500)			-	(98.32)	(1,500)
	WASHINGTONVILLE REVITALIZATION PROJECTS (TOTAL)	(1,168.51)	(14,500)	donations and grants	3,000.00	8,000	1,831.50	(6,500)
	WELLNESS SPECIAL PROJECTS	-	(250)			-	-	(250)
ADMIN / INSURANCE	ACCOUNTING	(125.00)	(1,800)			-	(125.00)	(1,800)
	ADMINISTRATION / MISCELLANEOUS OTHER	(7,224.70)	(33,000)			-	(7,224.70)	(33,000)
	STAFF PERSONAL VEHICLE USAGE REIMBURSEMENT	-	(10,000)			-	-	(10,000)
	PAID TIME OFF	(398.88)	(11,500)			-	(398.88)	(11,500)
	AUDIT	-	(6,000)			-	-	(6,000)
	DUES AND LICENSING FEES	(1,252.26)	(2,500)			-	(1,252.26)	(2,500)
	FUNDRAISING	(904.96)	(500)			-	(904.96)	(500)
	INSURANCE	-	(15,000)			-	-	(15,000)
	OFFICE SUPPLIES	(349.91)	(2,000)			-	(349.91)	(2,000)
PUBLIC NOTICES	(56.30)	(750)			-	(56.30)	(750)	
OTHER				2023 Year-End Carryover Unrestricted Balance	-	50,000	-	50,000
				Geisinger Contribution (unrestricted)	-	25,000	-	25,000
				Montour Preserve Vernal School funding	-	100,000	-	100,000
				Montour County 2023 Hotel Tax Grants Carryover Balance	57,272.88	-	57,272.88	-
				Montour County 2024 Hotel Tax Grants	36,778.03	240,000	36,778.03	240,000
				Montour County 2023 Act 13 Grant carryover balance	30,038.45	30,030	30,038.45	30,030
				Montour County 2024 Act 13 Grant and interest	6.38	25,000	6.38	25,000
				Mahoning Township ARP Grant Carryover Balance w/ Interest (Hopewell Park Pump Track engineering)	15,754.21	15,800	15,754.21	15,800
				unrestricted donations	1,375.00	2,500	1,375.00	2,500
				other income	17.62	620	17.62	620
	TOTAL EXPENSES	(45,943.11)	\$ (1,008,700)	TOTAL INCOME	226,005.95	\$ 1,028,700	180,062.85	\$ 20,000

 MONTOUR PRESERVE 2024 BUDGET ADOPTED 11/20/23 YEAR-TO-DATE			DEFERRED MAINTENANCE (INADEQUATE FUNDING) (AS OF 11/20/23)	
EXPENSE	YEAR-TO-DATE ACTUAL	BUDGET		
personnel	(15,790.37)	(75,000.00)		
SITE MAINTENANCE & OPERATIONS	cleaning service	-	(5,500.00)	
	HVAC system maintenance	(3,436.82)	(1,500.00)	
	lawn care	-	(32,000.00)	
	parking lot / road maintenance	-	(20,000.00)	(80,000.00)
	security system	(212.85)	(2,100.00)	
	sewage pumping	-	(900.00)	
	supplies / misc.	(1,583.27)	(14,000.00)	
	water testing	-	(2,500.00)	
	wildlife management	-	(4,000.00)	
	picnic area restroom plumbing repair	-	(5,000.00)	(5,000.00)
	electrical surge protector installation	-	-	(8,500.00)
	trail bridge repair / replacement	(325.70)	(41,000.00)	
	boat dock replacement	-	(40,000.00)	
	Muskrat Blind foundation work	-	(35,000.00)	
	trail surfacing (handicapped accessibility)	-	(5,000.00)	(45,000.00)
	visitors' center exhibit repair & replacement	-	(1,000.00)	(9,000.00)
	visitors' center outdoor light fixture repair	-	(750.00)	
	boat launch light fixture repair	-	(3,000.00)	
	Goose Cove #2 pavilion concrete repair	-	(1,500.00)	
	Heron Cove A pavilion concrete repair	-	(1,000.00)	
	snow & ice removal	(500.00)	(2,500.00)	
	trail markers and signage	-	(5,000.00)	(5,000.00)
	internet hardware upgrades	-	(1,000.00)	
	EEC AV upgrades	-	(5,000.00)	(5,000.00)
	EEC seating & tables	-	(2,500.00)	(2,500.00)
	EEC water fountain replacement	-	(5,000.00)	
	EEC handicapped accessibility upgrades	-		(25,000.00)
EEC paint, carpet, light fixture repairs	-		(20,000.00)	
storage container	-		(3,500.00)	
picnic table repair & replacement	-	(1,500.00)	(2,500.00)	
UTILITIES	electric	(7,184.80)	(20,000.00)	
	internet service	(158.00)	(1,300.00)	
	telephone	(115.69)	(1,300.00)	
	trash service	(260.00)	(2,000.00)	
	website hosting / email service	(121.37)	(1,000.00)	
brochures and promotional materials	-	(4,000.00)		
programming and educational supplies	(629.79)	(1,000.00)		
EXPENSE TOTAL		\$ (30,318.66)	\$ (343,850.00)	\$ (211,000.00)

**COMMUNITY GIVING FOUNDATION (CGF) FUND BALANCES
AS OF 2/21/24**

FUND	BALANCE
MARC Non-Endowed Fund	\$ 11,349.87
MARC Endowed Fund	\$ 18,135.42
Hopewell Park Pump Track Fund	\$ 44,679.12
Washingtonville Revitalization Fund	\$ 3,141.77
Montour Preserve Fund	\$ 31,476.71
TOTAL	\$ 108,782.89

NOTES AND DISCLAIMERS REGARDING CGF FUNDS

MARC is the designated beneficiary of five funds at the Community Giving Foundation (CGF). The CGF has been granted variance power to redirect these funds at their discretion and, accordingly, these funds are not deemed to be an asset of MARC and are not reported in MARC's financial statements.

All contributions are administered through the Community Giving Foundation, a 501(c)(3) organization, and are tax-deductible to the extent provided by law. IRS regulations require us to state that no goods or services were provided in consideration for gifts and the Community Giving Foundation has exclusive legal control over the contributed assets. The official registration and financial information of the Community Giving Foundation may be obtained from the PA Dept. of State by calling toll free, within PA, 1-800-732-0999. Registration does not imply endorsement.



I do hereby attest this to be an accurate and complete accounting of MARC-affiliated funds at the Community Giving Foundation.

Robert Stoudt

2/21/2024

Robert Stoudt, MARC Director

Date

ACCOUNTING REPORT DISCLAIMER

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

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

Susan Shultz, CPA cannot be relied upon to identify or disclose any misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within MARC or noncompliance with laws or regulations.

9:07 PM

02/14/24

Cash Basis

Montour Area Recreation Commission Statement of Financial Position

As of January 31, 2024

	<u>Jan 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
Mahoning Twp ARP Grant Cking	15,754.21
Montour Cnty Act 13 Grant Cking	30,044.83
Service 1st - Savings	44,030.25
Service 1st #45 Washvl Pavilion	1,000.00
Service 1st FCU	64,208.45
Total Checking/Savings	<u>155,037.74</u>
Total Current Assets	<u>155,037.74</u>
TOTAL ASSETS	<u>155,037.74</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Hess Field User Fees	100.00
Preserve Reservations	2,100.00
Total Advance Payments Received	<u>2,200.00</u>
Payroll Liabilities	<u>4,717.55</u>
Total Other Current Liabilities	<u>6,917.55</u>
Total Current Liabilities	<u>6,917.55</u>
Total Liabilities	6,917.55
Equity	
Retained Earnings	178,924.27
Net Income	<u>-30,804.08</u>
Total Equity	<u>148,120.19</u>
TOTAL LIABILITIES & EQUITY	<u>155,037.74</u>

No Assurance Provided

Page 1

ASSISTANT DIRECTOR'S REPORT

The month of February has been a busy but rewarding month. The following points go over the projects and events MARC's Assistant Director has completed or assisted with:

Worked with MARC's Director, Bob Stoudt, to remove several fallen and hazardous trees at Hess Recreation Area.

Assisted Frank Dombroski with the Washingtonville pavilion wood restoration project on 01/27, 02/07, and 02/08.

Coordinated with MARC staff and volunteers to host our annual sugar shack setup day on 02/03. In preparation for the upcoming Maple Sugaring programs.

Assisted with the pickup and installation of a new large touch screen Columbia-Montour Visitors Bureau kiosk, now In the Visitors' Center Entrance.

Assisted with preparations and attended the Vernal School Outdoor Education Expo on 02/10.

Worked with the MARC team on the boathouse/muskrat blind access road. We replaced a culvert pipe that failed and caused a portion of the road to collapse. We removed the old pipe and then replaced it with a new 24-inch pipe. Then installed a retaining wall at the inlet end to prevent erosion and placed large stones at the outlet end to stabilize the area.

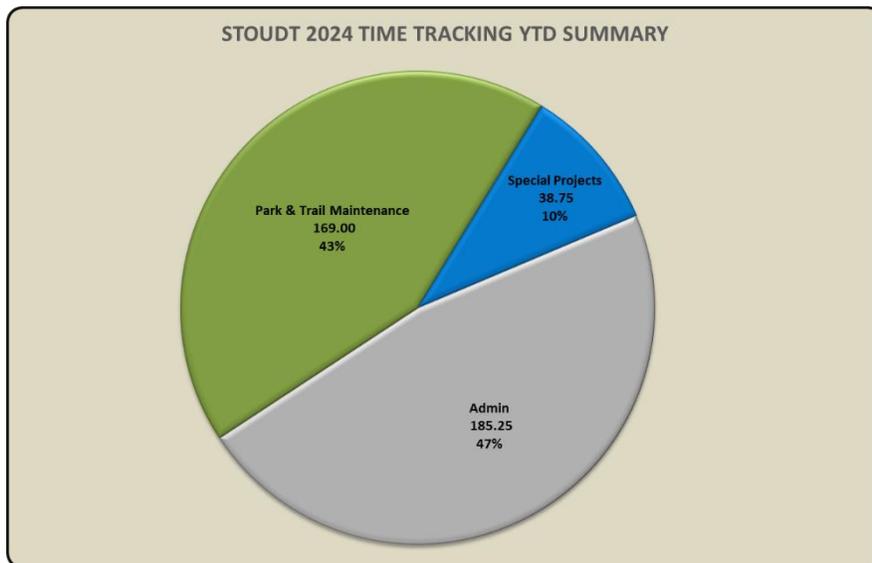
Continued preparations for the upcoming Maple Sugaring programs to be held on 02/23 and 02/24. Preparing to-do lists, creating signage, ensuring all supplies are in order, coordinating with MARC staff and volunteers, and preparing the sugar shack with the MARC team.

Julian Brehm

02/20/2023

DIRECTOR'S REPORT

	STOUDT	PROJECT YTD TOTAL HOURS	FEBRUARY																																			
			21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	
admin	MARC admin	177.25	2.00	3.00	1.50	3.50	4.00	1.25	2.25	2.50	1.50	4.00	3.00	2.50	4.00	0.50	1.50	4.00	2.00	3.00	2.00	3.50	2.00	5.00	3.50	3.00	4.00	3.50	3.50	2.00	1.00	3.00	3.00	5.00				
PARK & TRAIL MAINTENANCE	Hess Recreation Area	24.25	2.00				0.25		0.25	6.75	0.25	0.25	1.00	0.25			0.75		0.25						0.25		0.25	0.50	0.25			1.25	0.25	2.00				
	Hopewell Park / Danville Farm Trails	1.00										0.50																0.50										
	Mill Park	1.50																									0.75											
	Montour Preserve admin / maintenance	71.00		1.00	1.00	1.50	1.50	1.00			0.50	3.00	3.00	1.50	0.50	2.00	0.50	2.00	4.00	1.00	0.25	2.00			2.00	0.50	1.50	1.50	1.50		0.25	0.50	1.50	1.00				
	Montour Preserve programming	70.75	6.00	4.50	7.00	2.00	1.00	2.00			0.25	1.00	1.00	1.50	2.00	6.00	4.00	1.00				2.00	5.50		0.50	0.25	0.50	0.50	0.50	2.50			1.50	5.00				
	North Branch Canal Trail (Montour Co.)	0.25																											0.25									
	NBCT Trailhead / River Access	0.25																											0.25									
SPECIAL PROJECTS & EVENTS	bicycle routes mapping & promotion																																					
	bike / pedestrian safety special projects	7.00					3.50																					1.50						2.00				
	Chillisquaque Creek cleanup	0.50																										0.50										
	Columbia County projects	0.25																											0.25									
	Danville Borough play set installation	0.25																																				
	Dirty Grin MTB Festival	2.75			1.50									0.25																								
	Hopewell Park Pump Track project	2.75			0.50	0.25																				0.25												
	mountain biking special projects	5.50			0.25																																	
	Riverside Borough parks revitalization																																					
	special projects / events - other																																					
	tourism promotion special projects	2.75			1.00													1.00	0.75																			
	Washingtonville revitalization projects	17.00						2.00				0.25	2.00					2.00	4.50	6.00							0.25											
	wellness special projects																																					
OTHER	PAID TIME OFF																																					
	HOLIDAY	8.00																																				
DAILY TOTALS		393.00	8.00	10.50	9.50	9.00	8.00	8.00	4.25	2.75	9.00	8.25	8.00	8.50	7.00	8.50	6.00	8.75	8.75	8.75	8.25	7.50	5.50	2.00	8.00	4.25	8.25	7.75	5.75	6.00	2.00	2.50	3.75	10.00	11.00			
WEEKLY PAYROLL TOTAL			57.25							52.00							53.50							42.00							29.25							
BIWEEKLY PAYROLL TOTAL		.75	105.50														71.25																					
PAYROLL PERIOD			4														5																					

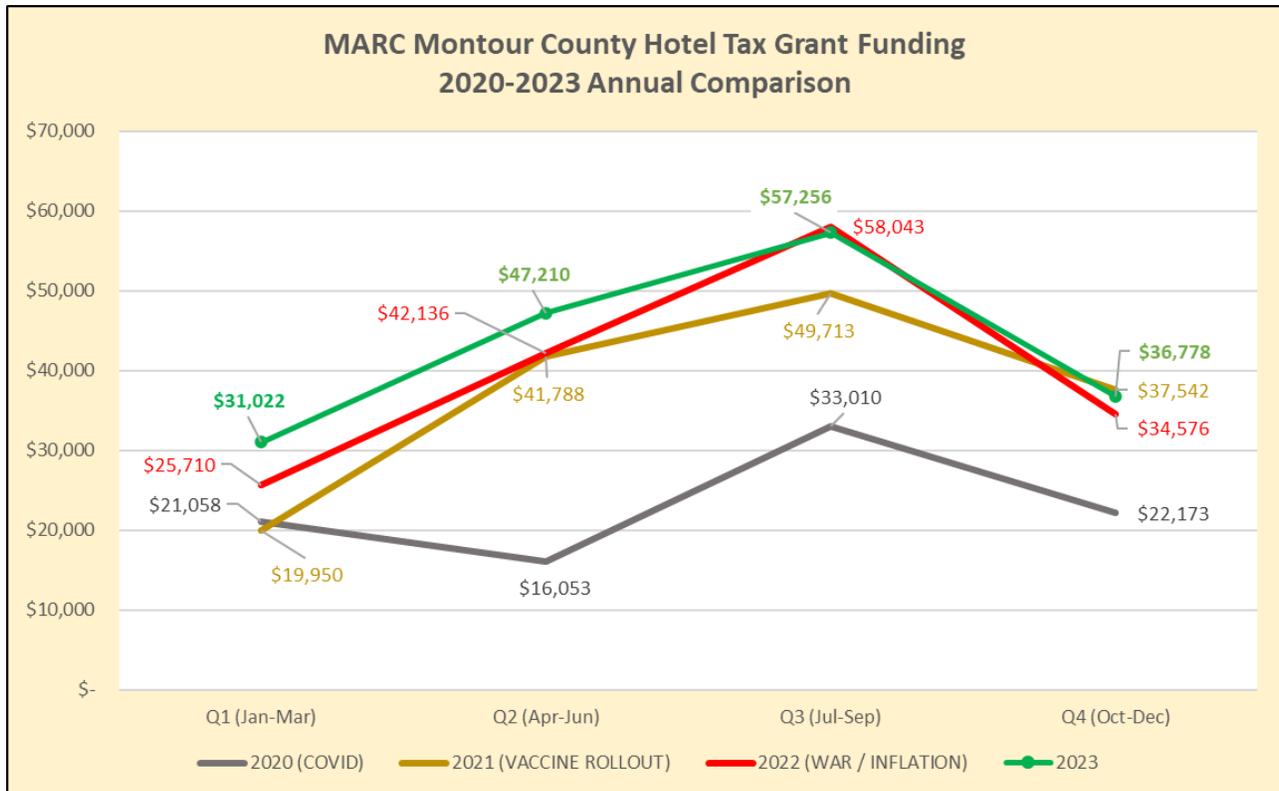


DIRECTOR'S REPORT (continued)

GRANTS

- **Montour County Hotel Tax**

- MARC on 2/12/24 received and deposited to MARC's savings account 36,778.03 in Q4 2023 Montour County Hotel Tax grant funds
- As of 2/22/24, \$52,057.93 in Montour County Hotel Tax grant funds remained earmarked in MARC's account



- **DCNR 2020 Non-Motorized Trails Grant - Danville Borough Levee North Branch Canal Trail Construction (administered by Danville Borough)** (no update since last meeting)

- Per Danville Borough staff on 4/24/23, project design by LIVIC Civil is nearly complete
 - PennDOT is currently completing the required environmental review
 - Once complete, Danville Borough will be able to acquire the necessary right-of-way from the Washies organization
 - Final designs will be subject to permit review by DEP and the US Army Corps of Engineers
 - Project bidding is tentatively anticipated in spring 2024
 - Construction may occur in 2024
- Draft project mapping is available at <https://www.google.com/maps/d/edit?mid=17se2PMghOEBzg70bdSTOg3HPCTTO9drE&usp=sharing>

DIRECTOR'S REPORT (continued)

GRANTS (continued)

- **Mahoning Township American Rescue Plan Grant** (no update since last meeting)
 - MARC on 12/13/21 was awarded \$25,000 in American Rescue Act grant funding from Mahoning Township
 - Funds are to be used to offset the negative economic impact of COVID-19 on MARC's operations and to be focused on projects of importance to Mahoning Township residents
 - MARC on 12/30/21 expended \$9,305 to pay Kleinfelder for engineering work for the Hess Loop Trail (J. Manley Robbins Trail) at the Hess Recreation Area
 - \$15,754.21 (with earned interest) remains earmarked in a dedicated checking account to pay a portion of the costs for the planned engineering, permitting, and design work for the Hopewell Park Pump Track

- **DCNR 2021 Park Rehabilitation and Development Grant (Hopewell Park Pump Track)**
 - MARC was notified on 12/30/21 that its application to DCNR for \$125,000 in grant funding to rehabilitate Hopewell Park had been conditionally approved
 - Project activities will include expanding and improving parking, improving site drainage, creating bicycle skills features, reconstructing the existing earthen beginner-level pump track and jumps area, creating a new asphalt-paved pump track, and adding new universally-accessible parking and access features
 - As of 2/22/24, MARC has so far secured \$155,589.12 in pledges and donations (after Community Giving Foundation fees) to match the DCNR grant (in addition to the \$15,754.21 in Mahoning Township ARP grant funding)
 - As of 2/22/24, MARC has so far spent \$320.92 on project permitting and MARC labor
 - As authorized by MARC's Board, all necessary documentation has been provided to DCNR to allow the redesignation of grant funds from MARC to Montour County to satisfy DCNR's requirements
 - An updated grant agreement has been provided to Montour County, allowing work to proceed once final questions are resolved
 - Stoudt has resumed work on this project in anticipation of moving forward with project execution
 - Stoudt on 1/11/24 met with representatives of regional mountain biking promotion organizations to discuss regional mountain biking efforts and to gather input on the Hopewell Park Pump Track project
 - Stoudt is revising project mapping to provide to project engineers and permitting agencies
 - Stoudt's updated project presentation, including a listing of project donors, is available at <https://docs.google.com/presentation/d/1b1DRhttSDZ3OfL0aYTaluFPhW1XYNO7x/edit?usp=sharing&oid=117951050608712833238&rtpof=true&sd=true>

DIRECTOR'S REPORT (continued)

GRANTS (continued)

- **Community Giving Foundation – Danville 2022 Grant Program**
 - MARC continues to hold in a dedicated checking account \$1,000 on behalf of Washingtonville Borough for the construction of a new pavilion at DeLong Park
 - MARC is coordinating with Washingtonville Borough officials for project permitting, design, engineering, and construction
 - Washingtonville Borough officials submitted a request for a project extension through the end of 2024, allowing work to be completed
 - Note: MARC also continues to hold in its general checking account another \$2,000 in restricted donations (not grant funds) for this project on behalf of Washingtonville Borough
 - Work has begun on project materials preparation and Stoudt anticipates work will progress toward late spring / early summer construction

- **Susquehanna River Basin Commission Stream and Watershed Enhancement Grant Program**
 - Stoudt on 11/30/23 applied for \$5,000 for Chillisquaque Creek watershed restoration and promotion projects to include:
 - MARC staff and volunteer cleanup of in-stream trash (planned two days)
 - Improvements to a recently acquired streamside public access location in Derry Township, Montour County (Mill Park)
 - MARC staff negotiations with streamside landowners in Montour County in an attempt to secure at least two new fishing and boating access easements
 - MARC learned in late January that it has been awarded the grant and Stoudt is working to complete grant documentation to allow work to proceed

- **Susquehanna Greenway Partnership 2023 Mini-Grant Program**
 - Stoudt on 11/30/23 applied for \$1,000 to create and install an interpretive sign at the Beaver Place Trailhead for the Robbins Trail, documenting the trail's history as the oldest Rail to Trail in the United States
 - MARC learned in late January that it has been awarded the grant and Stoudt is working to complete grant documentation to allow work to proceed

- **Community Giving Foundation: Danville 2024 Grant Program**
 - As approved at MARC's January meeting, Stoudt will apply for \$2,000 to support MARC's planned development of the Mill Park property in Derry Township, Montour County
 - Grant applications must be submitted before February 29

- **Grants – Other Updates**
 - Stoudt remains in contact with Senator Culver's office and Representative Stender's office for possible grant funding opportunities for MARC and the Montour Preserve

DIRECTOR'S REPORT (continued)

MANAGED SITES

• **Hopewell Park / Danville Borough Farm**

- MARC staff anticipate performing trail inspections, pruning trees around the pump track and pavilion area, and blowing leaves from trails in mid-March, weather permitting
- Stoudt will remain in contact with developers of the solar project on adjacent lands to coordinate site maintenance and development planning
- Work has resumed on the Hopewell Park Pump Track project with the intention of completing permitting and engineering this spring and beginning construction this year, subject to contractor availability

• **North Branch Canal Trail**

- MARC thanks Trail Steward Wayne Kashner for clearing numerous downed trees brought down by recent storms
- Winter weather conditions have continued to delay necessary repairs to the failed culvert pipe between trail miles 1.3 – 1.4
 - After receiving reports from Trail Steward Wayne Kashner, Brehm on 10/17/23 investigated the washout and determined the trail must be closed until repairs can be made
 - An area of approximately 6ft by 5ft of trail material has been lost to the collapse
 - Brehm posted signage and fencing at the site to prevent trail users from crossing the failed pipe
 - Stoudt and Brehm on 10/27/23 salvaged surplus rock from the River Drive North Branch Canal Trail parking area and transported it to the nearest accessible point along the trail for use in repairs
 - MARC's staff will complete the repair as soon as conditions allow
- As previously reported, Stoudt has consulted with the Montour County Conservation District to consider options to improve the ford crossing at mile marker 2.7 which has been repeatedly destroyed by recent heavy rains
 - It is recommended that MARC rebuild the crossing with R6 rock and a log cross-vane to provide better long-term stability for the crossing
 - Stoudt will investigate costs and schedule the work when funding and staff availability allow
- Stoudt and Wayne Kashner on 1/18/23 met with a representative of the Columbia County Conservation District to determine permitting requirements to install a new culvert at trail mile 5.4 (culvert was permitted under NPDES permit, but not installed)
 - Stoudt has received the necessary guidance for the permitting
 - Stoudt and Brehm will complete and submit the permit application and required fees as time and funding allow
 - Work must be completed as soon as possible to address ongoing challenges for MARC's lawn care contractor
- Montour County and the SEDA-COG Joint Rail Authority continue legal action against the owner of the Bear Hunters' Grove Campground to resolve the years-long property ownership dispute
 - MARC's legal counsel has advised that MARC must secure an updated survey of the contested land to provide current information for the court's consideration
 - Stoudt anticipates legal proceedings will be ongoing through the spring
 - MARC will continue to enforce the trail closure through the disputed lands between trail miles 3.5 – 4.2; no MARC staff or volunteers will enter the disputed lands until the matter is resolved

DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

- **Montour Township (Columbia County) Legion Road parcel** (no updates since last meeting)
 - Stoudt on 11/15/23 met with a neighboring landowner concerning dumping of leaves and yard waste along the North Branch Canal Trail
 - Stoudt will follow up with Montour Township and Bloomsburg officials to determine whether options exist for nearby residents to properly dispose of yard waste materials
 - MARC staff and Trail Stewards will continue to monitor for trespassing concerns on the adjacent North Shore Railroad
- **River Drive parcel (North Branch Canal Trail trailhead and river access)** (no updates since last meeting)
 - Stoudt continues to monitor ongoing property encroachments by an adjacent landowner and has notified Montour County officials
 - Stoudt hopes to hire a surveyor to relocate and re-mark property corner markers which have been removed
 - The main site sign frame needs to be replaced; work will proceed as time allows
- **Hess Recreation Area**
 - Stoudt and Brehm have cleared numerous trees along the Hess Loop Trail and access road brought down by recent storms
 - Stoudt has consulted with Van Wagner & Sons Tree Service to identify roughly fifteen hazardous trees near the covered bridge and between trail miles 1.1 – 1.6 that will be proactively removed to protect visitor safety and trail resources
 - Work is planned for 3/10/24, weather permitting
 - Portions of the Hess Loop Trail will be closed while tree removal is performed



DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

• Hess Recreation Area (continued)

- Stoudt has consulted with Elijah Evans Excavating to determine how best to proceed with needed repairs to the Hess Loop Trail in areas between trail miles 1.1 – 1.6 where slumping has occurred in recent years
 - Stoudt and Evans have determined to break the work into multiple phases to allow the work to be completed in a safe, cost-effective manner
 - Stoudt will request approval during this meeting to proceed with the planned work when funding and staffing availability allow
- Stoudt will meet on 2/29/24 with the Danville Borough Council Property Committee to discuss MARC's request for Danville Borough support of a grant application to the Montour County Conservation District Dirt and Gravel Roads program for reconstruction of the Hess Recreation Area access road
 - As discussed during MARC's January meeting, Stoudt and the Montour County Conservation District are proposing:
 - Milling of the existing road surface
 - Drainage improvements (including new culverts and French mattresses)
 - Resurfacing of the roadway with Driving Surface Aggregate
 - Because MARC does not own the roadway, a grant application would need to be submitted by Danville Borough (the land / road owner)
 - MARC would need to provide up-front funding to allow work to proceed
- One road culvert pipe remains significantly blocked from repeated storm erosion; Stoudt has reached out to Danville area contacts for assistance (*no change since last meeting; work must wait until volunteer schedules allow*)
- MARC has been awarded \$1,000 in grant funds from the Susquehanna Greenway Partnership's Mini-Grant program to allow the fabrication and installation of a new J. Manley Robbins Trail interpretive sign for installation at the Beaver Place Trailhead
- Stoudt on 2/13/22 met with the 4H Outdoor Explorers group to discuss a project to update the tree identification markers, mapping, and brochure for the Hess Recreation Area
 - Stoudt had anticipated project completion before the end of 2013, but work has not yet been started

DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

• Montour Preserve

- MARC staff have cleared numerous trees downed in recent storms and have worked to repair several drainage features
- MARC staff are coordinating with staff of the Middle Susquehanna Riverkeeper Association and the Vernal School to prioritize maintenance needs at the Montour Preserve
 - Recently completed Vernal School-funded upgrades include improved Wi-Fi service in the visitors' center / environmental education center building, a new 75-inch television for use in the auditorium, six new computers for use in the classroom, a new printer, two Smart Boards, and new displays in the visitors' center
 - Work has begun to stabilize the Muskrat Blind
 - Work is expected to be ongoing through the spring
 - The blind will remain closed to all use until repairs are complete
- Numerous programs and special events are being planned for 2024 through the Vernal School and partner organizations
 - The Environmental Expo held on 2/10/24 attracted more than 1,000 attendees
 - A listing of programs can be found at <http://www.vernalschool.org/the-programs.html> and will be shared through MARC and Montour Preserve distribution channels
- MARC staff and volunteers are preparing for the 2024 Maple Sugaring Open House, to be held Saturday, 2/24/23, from 10am – 4pm
 - Details are available at <https://montourpreserve.org/maple-sugaring/>

SPECIAL PROJECTS AND EVENTS

• Bicycle / Pedestrian Safety Projects

- Stoudt on 1/26/24 attended the SEDA-COG Metropolitan Planning Organization Committee meeting
- Stoudt on 2/21/24 attended (online) the meeting of the Middle Susquehanna Active Transportation Committee

• Bicycle Routes Mapping and Promotion (no updates since last meeting)

- MARC is working with the Columbia Montour Visitors Bureau and the Susquehanna River Valley Visitors Bureau to promote bicycling route mapping and online distribution through the RideWithGPS platform (www.RideWithGPS.com)
 - Valentina Shevchenko has completed the mapping, driving, and photographing of several bicycling routes in and around northern Montour County as identified by volunteers Kit Kelly, Dr. Victor Marks, and others
 - Julian Brehm has completed the final quality assurance on the routes and is preparing a new rack card for publication in 2024
 - Stoudt will create a new page on MARC's website for distribution of the content
 - Project release is anticipated spring 2024

• Chilli Challenge Adventure Triathlon

- Event will not be held in 2024

DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS (continued)

- **Danville Borough Play Set Installation**

- Stoudt and Brehm on 10/10/23 met with Don Gunther to load the wooden and metal components of the donated St. Joseph Catholic School play set for transport to SUN Area Technical School for restoration
- It is anticipated the play set will be reconstructed at the F.Q. Hartman Recreation Area in spring / summer 2024
- Mr. Gunther's students have been restoring components on a regular basis and delivering them back to Danville where Stoudt and/or Brehm have been picking them up for return to storage in the pig barn

- **Girls ROC Camps**

- As of 11/16/23, MARC has \$892.71 earmarked in its general checking account for 2024 event expenses

- **Dirty Grin Mountain Biking Festival / Pig Iron Enduro**

- Stoudt on 1/24/24 met with event organizers to discuss options for 2024 events
 - The Dirty Grin Mountain Biking Festival brand will be phased out in 2024 to be replaced by the Pig Iron Enduro
 - MARC will coordinate activities at the Hess Recreation Area for the weekend of 6/21 – 6/23/24, while the Central Susquehanna Hammers will take the overall event lead

- **Regional Mountain Biking Promotion**

- Stoudt has created a new page on MARC's website at <https://montourec.com/east-central-pennsylvania-mountain-biking/> to feature MARC's five-county mapping of regional mountain biking assets
 - As of 1/19/24, the map has been viewed 4,297 times
 - Stoudt will add additional content to the page in coming weeks as time allows
 - The map is also embedded in the Dirty Grin Mountain Bike Festival webpage
- Stoudt on 1/11/24 met with representatives of regional mountain biking promotion organizations to discuss opportunities for regional collaboration and status updates on the Hopewell Park Pump Track project
- Stoudt continues to collaborate with the Columbia Montour Visitors Bureau, Susquehanna River Valley Visitors Bureau, and numerous other partners to prepare for a possible application to the International Mountain Bicycling Association's Ride Center program
- Stoudt continues to consult with representatives of the Columbia-Montour Visitors Bureau, the Susquehanna River Valley Visitors Bureau, and other regional partners to identify branding and promotional potential for regional mountain biking assets

- **Riverside Borough Parks Revitalization** (no updates since last meeting)

- Stoudt anticipates installing the replacement sign for the Riverside Borough river access in spring 2024
- Stoudt will continue to remain in contact with Riverside Borough representatives to discuss opportunities for MARC to assist with revitalizing the Borough's parks and outdoor recreation areas, particularly at the recently acquired former school property

DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS (continued)

• **Special Projects and Events – Other**

- Stoudt continues to participate in monthly meetings of the Columbia Montour Chamber of Commerce's Governmental Affairs Committee
- Stoudt continues to participate in bi-monthly meetings of the Columbia Montour Chamber of Commerce's Montour County Task Force
- Stoudt remains in contact with representatives of the Danville School Community Park Project to assist when needed

• **Tourism Promotion Special Projects – Other**

- Stoudt continues to participate in meetings of the Danville Heritage Festival Committee
- Stoudt will attend the 2/29/24 meeting of the Middle Susquehanna River Water Trail Stakeholders

• **Washingtonville Revitalization Projects**

- Stoudt and Brehm have begun assisting Tyler Dombroski and Frank Dombroski with restoration of salvaged wood to be used in the construction of the planned new DeLong Park pavilion
 - Work is expected to continue through spring
 - Washingtonville Borough has secured \$3,000 to date in grants and donations for the project (being kept in MARC's accounts) and Chairman Dombroski continues working to secure additional donations



- Stoudt, Chairman Dombroski, and members of the Washingtonville Revitalization Committee continue to explore options for new stream access locations along Chillisquaque Creek
 - Stoudt on 1/16/23 met with neighboring landowners for the proposed Mill Park property in Derry Township to discuss property boundaries and items of potential concern
 - MARC is awaiting the completion of additional survey work (previously anticipated in February 2023), at which time Stoudt will again meet with neighboring landowners to continue the discussion
 - Stoudt continues to participate in meetings of the Washingtonville Revitalization Committee to assist with projects of mutual interest
-
- **Wellness Special Projects (in partnership with Geisinger) (no updates)**

DIRECTOR'S REPORT (continued)

OTHER UPDATES

- Stoudt on 2/7/24 attended a fundraising event at St. Cyril's Preschool and Kindergarten
 - MARC will receive a donation from the group in support of trail maintenance at the Hess Recreation Area
- MARC has successfully completed its 2023 audit through the Montour County Auditors
- Stoudt will meet on 2/27/24 with McKonly & Asbury to begin MARC's audit as required by MARC's MOU with Montour County and the Columbia Montour Visitors Bureau for the Montour County Hotel Tax
- Stoudt on 2/14/24 attended the final meeting of the Chillisquaque Limestone Watershed Association to receive a donation of \$2,629.31 in support of MARC's Chillisquaque Creek-related projects

UPCOMING PROGRAMS AND EVENTS

- Saturday, February 24 (10am – 4pm) – Maple Sugaring Open House (Montour Preserve)
- Saturday, March 2 (9am – 12pm) – Bluebird Birdhouse Workshop (Montour Preserve)
- May 3 – 5 – PICL Coaches' Retreat (Danville)
- June 21 – 23 – Pig Iron Enduro (Danville)

For more details about upcoming Vernal School programs at the Montour Preserve, please visit <http://www.vernalschool.org/the-programs.html>



Hoover Tractor, LLC
 11715 Old Turnpike Rd
 Mifflinburg, PA 17844
 Phone: (570) 966-3821
 Fax: (570) 966-5096

PROPOSAL

Proposal ID	Date
50655	1/25/2024
Sales Person	Page
Anthony Miller	1 of 1

Proposal To:

Montour Area Recreation Commission
 374 Preserve Rd
 PO Box 456
 Danville, PA 17821

E-Mail: rstoudt@montourrec.com
 Contact: Robert "Bob" Stoudt

Ship To:

Pickup

Decision Maker	Ship Date	Ship Via	Description	Terms
		Pickup	5' STANDARD BOX BLADE SCRAPER	Due the 25th day of the next month

Quantity	Product ID	Description	Unit Price	Amount
1.00	3105	ea 5' STANDARD BOX BLADE SCRAPER	866.50	866.50
1.00	SDB2200	ea SUPER DEBRIS BLOWER	4,200.00	4,200.00
1.00	551-5555	ea 1589, 5 foot roller, (Filled 940lbs)	2,146.00	2,146.00
1.00	HTDN	Hoover New Sales Discount	-600.00	-600.00

ACCEPTANCE OF PROPOSAL

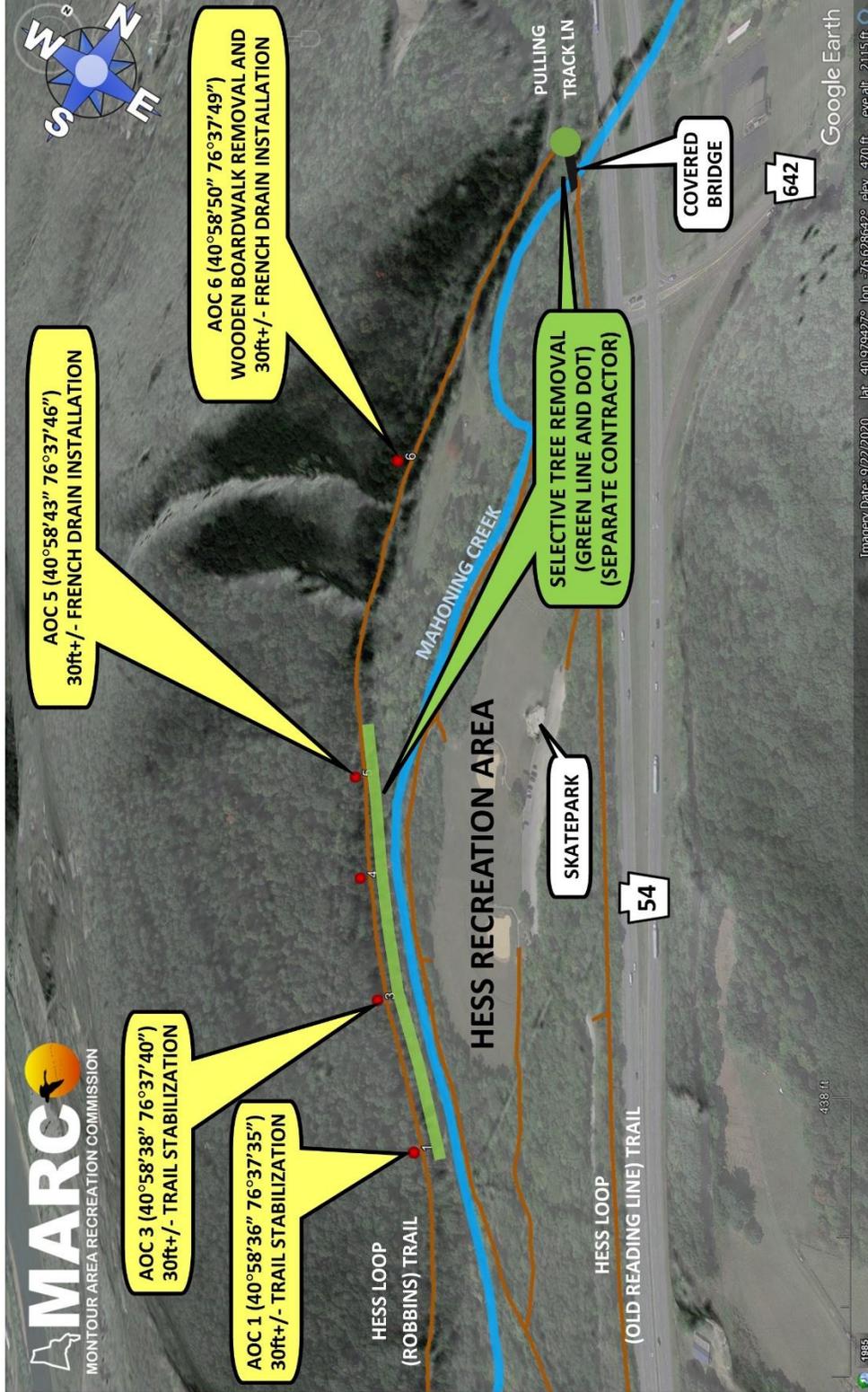
The above prices, specifications, and conditions are satisfactory and are hereby accepted.
Proposal is valid until Friday, February 9, 2024

Signature _____
 Date _____

Subtotal	6,612.50
Sales Tax	336.75
TOTAL	6,949.25

EBMS by Koble Systems

HESS RECREATION AREA PROPOSED 2024 HESS LOOP (ROBBINS) TRAIL WORK



REVISED 2/23/24 R. STOUDT

Elijah Evans Excavating LLC.

11 N Old Furnace Rd.

Danville PA 17821

Phone 570 854 0194

HIC# PA024055

Montour Area Recreation Commission

PO box 456

Danville PA 17821

Hess Field job materials

1. 4" to 6" stone Deliver to Hess field recreation area 200 ton @ 30 per ton
2. 28 to 30 gabion baskets of various sizes
 - a. Due to unknown site conditions basket might vary in size and cost. An accrue cost will be provide on delivery not to excide \$6,200.00
3. Elijah Evans Excavating will donate a gift card or Excavation work to the land owner for access to trail area.
4. Our trucks will be staffed with professional drives going slowly on privet owned lands

Total Job Cost \$ 12,200.00

Owner or general contractor is reasonable for all permits. All work is guaranteed to be as specified above. All work is to be completed in accordance to industry standards. Any Alteration or Deviation from above specifications involving extra cost, written or verbal, will create extra charges from original price. All Agreements are contingent upon weather, break downs, accidents, or delays beyond our control. Unpaid bill will have 5% added after 30 days, 10 % added after 60 days and 15% plus attorney's fees for collection after 90 days. Pricing is good for 30 days from 2/7/24 Accepted by ERE

Print Name _____ Title _____

Signature _____ Date _____

Phone number _____

Elijah Evans Excavating LLC.

11 N Old Furnace Rd.

Danville PA 17821

Phone 570 854 0194

HIC# PA024055

Montour Area Recreation Commission

PO box 456

Danville PA 17821

Hess Field parking robins trail repairs

1. Mobilize equipment to job site and PA one call
2. Remove wood ramp and disposal \$950.00
3. Install French Mattress Pad 30'x7'x1' \$2550.00
 - a. HD geotextile fabric
 - b. 4" clean rock 23.5 tons
 - c. Cover with 2A or existing trail maternal

Total Job Cost \$ 3,500.00

Owner or general contractor is reasonable for all permits. All work is guaranteed to be as specified above. All work is to be completed in accordance to industry standards. Any Alteration or Deviation from above specifications involving extra cost, written or verbal, will create extra charges from original price. All Agreements are contingent upon weather, break downs, accidents, or delays beyond our control. Unpaid bill will have 5% added after 30 days, 10 % added after 60 days and 15% plus attorney's fees for collection after 90 days. Pricing is good for 30 days from 2/7/24 Accepted by ERE

Print Name _____ Title _____

Signature _____ Date _____

Phone number _____

Elijah Evans Excavating LLC.

11 N Old Furnace Rd.
Danville PA 17821

Phone 570 854 0194 HIC# PA024055

Montour Area Recreation Commission
PO box 456
Danville PA 17821

Project – robins run trail AOC-1

1. Excavate are to 30 to 40 of trail removing soft or unstable soils
2. Save trail surface for reuse
3. Install gabion basket
 - a. Fill basket with 4 to 6 inch rock
 - b. Carry 200 ton of rock down trail – due to with of trail small equipment must be used
4. Install geotextile fabric over baskets
5. Replace trail surface 8 inches in depth- compact lightly with small equipment
6. Site Cleanup

Total Job Cost \$ 11,200.00

Owner or general contractor is reasonable for all permits. All work is guaranteed to be as specified above. All work is to be completed in accordance to industry standards. Any Alteration or Deviation from above specifications involving extra cost, written or verbal, will create extra charges from original price. All Agreements are contingent upon weather, break downs, accidents, or delays beyond our control. Unpaid bill will have 5% added after 30 days, 10 % added after 60 days and 15% plus attorney's fees for collection after 90 days. Pricing is good for 30 days from 2/7/24 Accepted by ERE

Print Name _____ Title _____
Signature _____ Date _____
Phone number _____

Elijah Evans Excavating LLC.

11 N Old Furnace Rd.

Danville PA 17821

Phone 570 854 0194

HIC# PA024055

Montour Area Recreation Commission

PO box 456

Danville PA 17821

Project – robins run trail AOC-1

1. Deliver 67.5 tons of 4 to 6 inch rocks @ \$30 per ton
2. 5 Gabion baskets @ \$200 each
3. Donate some smaller sections of pipe
4. Address and fix as many AOC as possible
5. Fix section of trail and adjust alignment to more solid ground -New AOC
6. Save trail surface for reuse as need
7. Install gabion basket or drain pipes in Areas Of Concern
8. Install geotextile fabric over baskets
9. Replace trail surface 8 inches in depth- compact lightly with small equipment
10. Site Cleanup

Total Job Cost \$ 12,400.00

Owner or general contractor is reasonable for all permits. All work is guaranteed to be as specified above. All work is to be completed in accordance to industry standards. Any Alteration or Deviation from above specifications involving extra cost, written or verbal, will create extra charges from original price. All Agreements are contingent upon weather, break downs, accidents, or delays beyond our control. Unpaid bill will have 5% added after 30 days, 10 % added after 60 days and 15% plus attorney's fees for collection after 90 days. Pricing is good for 30 days from 2/7/24 Accepted by ERE

Print Name _____ Title _____

Signature _____ Date _____

Phone number _____