



7:00pm March 25, 2024 Regular Meeting Agenda

Montour Preserve Environmental Education Center, 374 Preserve Rd, Danville, PA 17821
or <https://us02web.zoom.us/j/89547602272?pwd=bWJlOU5UVTI0aWlPM0E1cVlnQnRuUT09>
To connect by phone: (929) 205 6099 | Meeting ID: 895 4760 2272 | Passcode: 323242

Call to Order

Public Comment

Officer Reports

- Chairman's Report
- Treasurer's Report (*pages 2 - 13*)
- 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 14*)

Director's Report (Bob Stoudt) (*pages 15 – 26*)

- Updates regarding Hess Loop Trail engineering
- Updates regarding Hopewell Park Pump Track project

Old Business

New Business

- Renewal of Montour Preserve Cooperative Service Agreement with United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services (not to exceed \$5,184.71) (*pages 27 – 31*)
- Approval to Pay DeLong Park Pavilion Project Expenses (not to exceed \$11,000) (*page 25*)
- Approval to Redesignate Service 1st Federal Credit Union Checking Accounts (ID 41 and 49) to Hold Funds for Susquehanna River Basin Commission Stream and Watershed Enhancement Grant and Susquehanna Greenway Partnership Grant
- Approval of Montour Preserve Picnic Area Plumbing Repairs (not to exceed \$5,000)
- Approval to Host Summer Intern (\$3,000 Stipend)
- Approval to Hold Montour Preserve Fundraiser Walk / Run Event on October 5, 2024, in Conjunction with Columbia Montour Visitors Bureau Covered Bridge Festival at Bloomsburg Fairgrounds

Other Items

Adjournment

next meeting: 7:00pm Monday, April 22

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	2/22/2024	3/9/2024	2/1 - 2/29/24	AgPro (clamps)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	25.42		85,198.79
debit card	2/22/2024	3/9/2024	2/1 - 2/29/24	Turbotville Original Italian Pizza (pizzas for volunteers)	Montour Preserve (programming supplies)	park & trail maintenance	Montour County Hotel Tax	36.10		85,162.69
debit card	2/23/2024	3/9/2024	2/1 - 2/29/24	Weis (granola bars, chips, sodas, cups)	Montour Preserve (programming supplies)	park & trail maintenance	Montour County Hotel Tax	41.91		85,120.78
auto pay	2/24/2024	3/9/2024	2/1 - 2/29/24	Ride with GPS	dues & fees	dues & fees	Montour County Hotel Tax	10.00		85,110.78
7643	2/26/2024	3/9/2024		Verizon	Montour Preserve (telephone)	park & trail maintenance	Montour County Hotel Tax	126.60		84,984.18
7644	2/26/2024	3/9/2024		PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	880.94		84,103.24
7645	2/26/2024	3/9/2024		PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	2,059.87		82,043.37
7646	2/26/2024	3/9/2024		PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	50.23		81,993.14
7647	2/26/2024	3/9/2024		PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	32.20		81,960.94
auto pay	2/26/2024	3/9/2024	2/1 - 2/29/24	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		81,928.08
7648	2/26/2024	3/9/2024		Dennis Piatt (payroll 2/11 - 2/24)	payroll - Piatt	wages	Montour County Hotel Tax	943.24		80,984.84
7649	2/26/2024	3/9/2024		Craig Reinard (payroll 2/11 - 2/24)	payroll - Reinard	wages	Montour County Hotel Tax	218.88		80,765.96
7650	2/26/2024	3/9/2024	2/1 - 2/29/24	Julian Brehm (payroll 2/11 - 2/24)	payroll - Brehm	wages	Montour County Hotel Tax	2,010.74		78,755.22
7651	2/26/2024	3/9/2024	2/1 - 2/29/24	Robert Stoudt (payroll 2/11 - 2/24)	payroll - Stoudt	wages	Montour County Hotel Tax	2,602.55		76,152.67
auto pay	2/26/2024	3/9/2024	2/1 - 2/29/24	Zoom	dues & fees	dues & fees	Montour County Hotel Tax	16.95		76,135.72
deposit	2/26/2024	3/9/2024	2/1 - 2/29/24	deposit	\$837.50 Montour Preserve pavilion reservations; \$774 Montour Preserve donations	\$837.50 contributions and user fees (Montour Preserve); \$774 Montour Preserve contributions and user fees (Montour Preserve)			1,611.50	77,747.22
interest	2/29/2024	3/9/2024	2/1 - 2/29/24	interest earned 2/1 - 2/29/24	interest	interest			15.77	77,762.99
debit card	2/28/2024			Millville Hardware (PVC pipes)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	50.86		77,712.13
debit card	3/1/2024			Amazon.com (brochure holders)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	157.08		77,555.05
debit card	3/1/2024			Amazon.com (badge lanyards and cable ties)	Montour Preserve (maintenance / misc)	park & trail maintenance	Montour County Hotel Tax	25.63		77,529.42
debit card	3/6/2024			USPS Danville (stamps)	office supplies	office supplies	Montour County Hotel Tax	40.80		77,488.62
7652	3/11/2024			Airiam (website hosting)	\$52.47 admin / misc.; \$52.47 Montour Preserve (website hosting)	\$52.47 admin/misc; \$52.47 park & trail maintenance	Montour County Hotel Tax	104.94		77,383.68
7653	3/11/2024			SkyPacket Networks	Montour Preserve (Internet service)	park & trail maintenance	Montour County Hotel Tax	79.00		77,304.68
7654	3/11/2024			PPL Electric Utilities	Hess Recreation Area (electricity)	park & trail maintenance	Montour County Hotel Tax	66.59		77,238.09
7655	3/11/2024			Julian Brehm (personal vehicle usage mileage reimbursement)	personal vehicle usage mileage reimbursement	park & trail maintenance	Montour County Hotel Tax	143.45		77,094.64
7656	3/11/2024			Heaps Container Service	\$130 Montour Preserve (trash); \$70 Hess Recreation Area (trash)	park & trail maintenance	Montour County Hotel Tax	200.00		76,894.64
7657	3/11/2024			Candy Fisher	Montour Preserve (cleaning)	park & trail maintenance	Montour County Hotel Tax	624.00		76,270.64
7658	3/11/2024			Postmaster (one-year PO box renewal)	admin / miscellaneous expenses	admin / misc. expenses	Montour County Hotel Tax	120.00		76,150.64
7659	3/11/2024			Hoover Tractor (box blade scraper and roller)	tools & supplies	park & trail maintenance	Montour County Hotel Tax	2,761.51		73,389.13
7660	3/11/2024			Van Wagner & Sons, LLC (Hess Loop Trail tree removal)	Hess Recreation Area (Robbins Trail reconstruction)	park & trail maintenance	Montour County Hotel Tax	2,650.00		70,739.13
7661	3/11/2024			Dennis Piatt (payroll 2/25 - 3/9)	payroll - Piatt	wages	Montour County Hotel Tax	523.93		70,215.20
7662	3/11/2024			Craig Reinard (payroll 2/25 - 3/9)	payroll - Reinard	wages	Montour County Hotel Tax	52.54		70,162.66
7663	3/11/2024			Julian Brehm (payroll 2/25 - 3/9)	payroll - Brehm	wages	Montour County Hotel Tax	1,772.26		68,390.40
7664	3/11/2024			Robert Stoudt (payroll 2/25 - 3/9)	payroll - Stoudt	wages	Montour County Hotel Tax	2,975.96		65,414.44
transfer	3/11/2024			transfer from savings account to reimburse Montour County Hotel Tax grant eligible expenses incurred 2/16 - 3/11			Montour County Hotel Tax		21,818.89	87,233.33
debit card	3/13/2024			Cole's Hardware (tamper, mouse traps, paper towels, batteries, dustpan and broom, trash bags, PineSol, bird feed)	\$72.90 tools & supplies; \$127.85 Hess Recreation Area (restrooms); \$100.66 Montour Preserve (maintenance/misc.)	park & trail maintenance	Montour County Hotel Tax	301.41		86,931.92
7665	3/18/2024			Verizon	Montour Preserve (telephone)	park & trail maintenance	Montour County Hotel Tax	116.29		86,815.63
7666	3/18/2024			Starr Portables (porta-potty for maple sugaring)	Montour Preserve (programming supplies)	park & trail maintenance	Montour County Hotel Tax	135.00		86,680.63

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
transfer	3/11/24			transfer to savings for Montour County Hotel Tax grant eligible expenses incurred 2/16 - 3/11	21,818.89		30,244.67

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
X		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
X	X	X	X	2024 beginning balance	X	X	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
interest	2/29/24	3/9/24	2/1 - 2/29/24	interest earned 2/1 - 2/29/24		3.13	15,757.34

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
X	X	X	X	2024 beginning balance	X	X	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
interest	2/29/24	3/9/24	2/1 - 2/29/24	interest earned 2/1 - 2/29/24		5.97	30,050.80

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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Member Number:

Statement For: **02/01/2024 - 02/29/2024**

Page: **1 of 4**

ADDRESS SERVICE REQUESTED

728472 8292 1/4 UNQ 03-01-24 CLT
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Your Account Balances as of 02/29

Regular Savings ID 01	\$52,063.56
Checking ID 40	82,379.33
Cgf Hess Grant ID 41	0.00
Mahoning Arp Grant ID 43	15,757.34
Cgf Washingtonville Pavilion ID 45	1,000.00
Act 13 Grant ID 48	30,050.80
Washingtonville Delong Park ID 49	0.00
Account Balance Total	\$181,251.03
Total Dividends Year-To-Date	\$52.21

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REGULAR SAVINGS ID 01

Beginning Balance	\$44,030.25
1 Total Deposits for	36,778.03
1 Total Withdrawals for	28,744.72-
Ending Balance	\$52,063.56

Date Transaction Description

	Deposit	Withdrawal	Balance
02/12 Deposit By Check	\$36,778.03		\$80,808.28
02/14 Withdrawal Home Banking Transfer To Share 40 Montour County Hotel Tax eligible expenses Jan 18 to Feb 15		28,744.72-	52,063.56

CHECKING ID 40

Dividends Year-To-Date \$33.39

Beginning Balance	\$79,614.93
5 Total Deposits for	34,008.30
49 Total Withdrawals for	31,243.90-
Ending Balance	\$82,379.33

Annual Percentage Yield earned 0.250% from 02/01/2024 through 02/29/2024



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Statement For: **02/01/2024 - 02/29/2024**

Page: **2 of 4**

CHECKING ID 40		Continued from previous page.		
Date	Transaction Description	Deposit	Withdrawal	Balance
02/01	Withdrawal ACH Keystone TYPE: TAXPAYMENT ID: 1251780727 CO: KEYSTONE NAME: Montour Area Recreation		\$442.25-	\$79,172.68
02/01	Withdrawal POS #00000Ju4Tea AMAZON.COM*R28MY10F2 SEATTLE WA Eff. Date 01/31		19.86-	79,152.82
02/01	Withdrawal POS #000003281789 NNT AGPRO FARM & H0002438 4675 STATE ROUTE 54 TURBOTVILLE PA		45.29-	79,107.53
02/02	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/01 Amazon.com*R26OH7AB2 Amzn.com/bill WA 0 4032103346 1		52.57-	79,054.96
02/02	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/31 Larry's Lumber And Sup Bloomsburg PA 0 4031086774 0		654.82-	78,400.14
02/05	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/02 Amazon.com*R24CJ9M52 Amzn.com/bill WA 1 4033956967 4		102.06-	78,298.08
02/05	Draft 7627		427.55-	77,870.53
02/05	Draft 7628		1,732.75-	76,137.78
02/05	Draft 7629		3,275.70-	72,862.08
02/06	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/03 MILLVILLE HARDWARE MILLVILLE PA 0 4034802043 3		37.63-	72,824.45
02/06	Withdrawal POS #000000287460 WM SUPERCENTER #1794 Wal-Mart Super Center BLOOMSBURG PA		97.82-	72,726.63
02/06	Withdrawal POS #000019376665 SQ *KLEIN ARTWORKS SQUARE PURCHASE DANVILLE PA		535.00-	72,191.63
02/06	Draft 7633		130.61-	72,061.02
02/07	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/05 Amazon.com*RB16O2OC2 Amzn.com/bill WA 0 4036858103 4		47.35-	72,013.67
02/07	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/05 SQ *COLE'S HARDWARE IN Danville PA 0 4036010609 7		21.17-	71,992.50
02/07	Withdrawal POS #000016359530 SQ *COLE'S HARDWARE INC. SQUARE PURCHASE DANVILLE PA		31.76-	71,960.74
02/07	Withdrawal POS #000018282567 SQ *COLE'S HARDWARE INC. SQUARE PURCHASE DANVILLE PA		72.04-	71,888.70
02/07	Draft 7626		33.89-	71,854.81
02/07	Draft 7625		56.62-	71,798.19
02/07	Draft 7634		79.00-	71,719.19
02/07	Draft 7622		212.85-	71,506.34
02/07	Draft 7632		500.00-	71,006.34
02/07	Draft 7624		1,158.75-	69,847.59
02/07	Draft 7623		2,802.71-	67,044.88
02/07	Draft 7631		3,436.82-	63,608.06
02/09	Deposit By Check	1,007.00		64,615.06
02/14	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/12 FOOD SHOP 2 DANVILLE PA 0 4043608112 2		59.84-	64,555.22
02/14	Deposit Home Banking Transfer From Share 01 Montour County Hotel Tax eligible expenses Jan 18 to Feb 15	28,744.72		93,299.94
02/14	Draft 7630		125.00-	93,174.94
02/15	Withdrawal ACH Commwlthofpapath TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFFAPATH NAME: MONTOUR AREA RECREATIO		481.05-	92,693.89
02/15	Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		3,676.46-	89,017.43
02/15	Deposit By Check	2,629.31		91,646.74
02/15	Withdrawal POS #000039004127 NWS MILLVILLE HARDW001718 940 S STATE STREET MILLVILLE PA		83.79-	91,562.95
02/16	Draft 7639		3,041.81-	88,521.14
02/20	Draft 7638		1,970.69-	86,550.45
02/21	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/19 TURBOTVILLE GREAT V TURBOTVILLE PA 0 4050356198 2		10.36-	86,540.09
02/21	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/19 AGPRO FARM & HOME TURBOTVILLE PA 0 4050975684 3		57.14-	86,482.95
02/21	Draft 7641		120.00-	86,362.95

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Account Statement

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Member Number:

Statement For: **02/01/2024 - 02/29/2024**

Page: **3 of 4**

CHECKING ID 40		Continued from previous page.		
Date	Transaction Description	Deposit	Withdrawal	Balance
02/21	Draft 7637		196.89-	86,166.06
02/21	Draft 7635		200.00-	85,966.06
02/22	Withdrawal POS #000072282959 NNT AGPRO FARM & HO000498 4675 STATE ROUTE 54 TURBOTVILLE PA		25.42-	85,940.64
02/22	Draft 7642		101.97-	85,838.67
02/22	Draft 7636		104.94-	85,733.73
02/23	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/20 STAPLES 00106344 BLOOMSBURG PA 0 4051256321 8		210.06-	85,523.67
02/24	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/21 ABL GRAPHICS BLOOMSBURG PA 0 4052572756 3		20.50-	85,503.17
02/24	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/22 WEIS MARKETS 192 BLOOMSBURG PA 0 4053524091 2		41.91-	85,461.26
02/26	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/24 RIDE WITH GPS 4154729809 OR 0 4055441090 6		10.00-	85,451.26
02/26	Recurring Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/23 ZOOM.US 888-799-9666 WWW.ZOOM.US CA 1 4054255814 4		16.95-	85,434.31
02/26	Deposit By Check	1,611.50		87,045.81
02/27	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/23 TURBOTVILLE ORIGINAL I TURBOTVILLE PA 0 4054095262 4		36.10-	87,009.71
02/28	Recurring Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/26 MAILCHIMP *MISC MAILCHIMP.COM GA 0 4057217641 4		32.86-	86,976.85
02/28	Draft 7650		2,010.74-	84,966.11
02/28	Draft 7651		2,602.55-	82,363.56
02/29	Deposit Dividend Dividend Post	15.77		82,379.33

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 22 Checks Cleared for \$24,321.84

Number	Cleared	Amount	Number	Cleared	Amount	Number	Cleared	Amount
7622	02/07/24	\$212.85	7630	02/14/24	\$125.00	7638	02/20/24	\$1,970.69
7623	02/07/24	2,802.71	7631	02/07/24	3,436.82	7639	02/16/24	3,041.81
7624	02/07/24	1,158.75	7632	02/07/24	500.00	7641 *	02/21/24	120.00
7625	02/07/24	56.62	7633	02/06/24	130.61	7642	02/22/24	101.97
7626	02/07/24	33.89	7634	02/07/24	79.00	7650 *	02/28/24	2,010.74
7627	02/05/24	427.55	7635	02/21/24	200.00	7651	02/28/24	2,602.55
7628	02/05/24	1,732.75	7636	02/22/24	104.94			
7629	02/05/24	3,275.70	7637	02/21/24	196.89			

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 \$6.47	Beginning Balance	\$15,754.21
	1 Total Deposits for	3.13
	0 Total Withdrawals for	0.00
	Ending Balance	\$15,757.34

Annual Percentage Yield earned 0.250% from 02/01/2024 through 02/29/2024

Date	Transaction Description	Deposit	Withdrawal	Balance
02/29	Deposit Dividend Dividend Post	\$3.13		\$15,757.34

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Account Statement

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Member Number:

Statement For: 02/01/2024 - 02/29/2024

Page: 4 of 4

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

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 \$12.35

Beginning Balance	\$30,044.83
1 Total Deposits for	5.97
0 Total Withdrawals for	0.00
Ending Balance	\$30,050.80

Annual Percentage Yield earned 0.250% from 02/01/2024 through 02/29/2024

Date	Transaction Description	Deposit	Withdrawal	Balance
02/29	Deposit Dividend Dividend Post	\$5.97		\$30,050.80

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	\$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-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 2/29/24

ending balance from 2/29/24 bank statement	\$ 181,251.03
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 181,251.03
withdrawals not yet cleared (detailed below)	\$ 4,616.34
calculated balance (should agree with actual combined balance)	\$ 176,634.69
balance savings account (ID 01)	\$ 52,063.56
balance checking account (ID 40)	\$ 77,762.99
balance CGF Hess Recreation Area restroom roof repair grant account (ID 41)	\$ -
balance Mahoning Twp. ARP Grant checking account (ID 43)	\$ 15,757.34
balance CGF Washingtonville Pavilion grant checking account (ID45)	\$ 1,000.00
balance Act 13 Grant checking account (ID 48)	\$ 30,050.80
balance GGF Washingtonville DeLong Park trail grant (ID 49)	\$ -
actual combined balance	\$ 176,634.69
difference	\$ -

DEPOSITS NOT YET POSTED

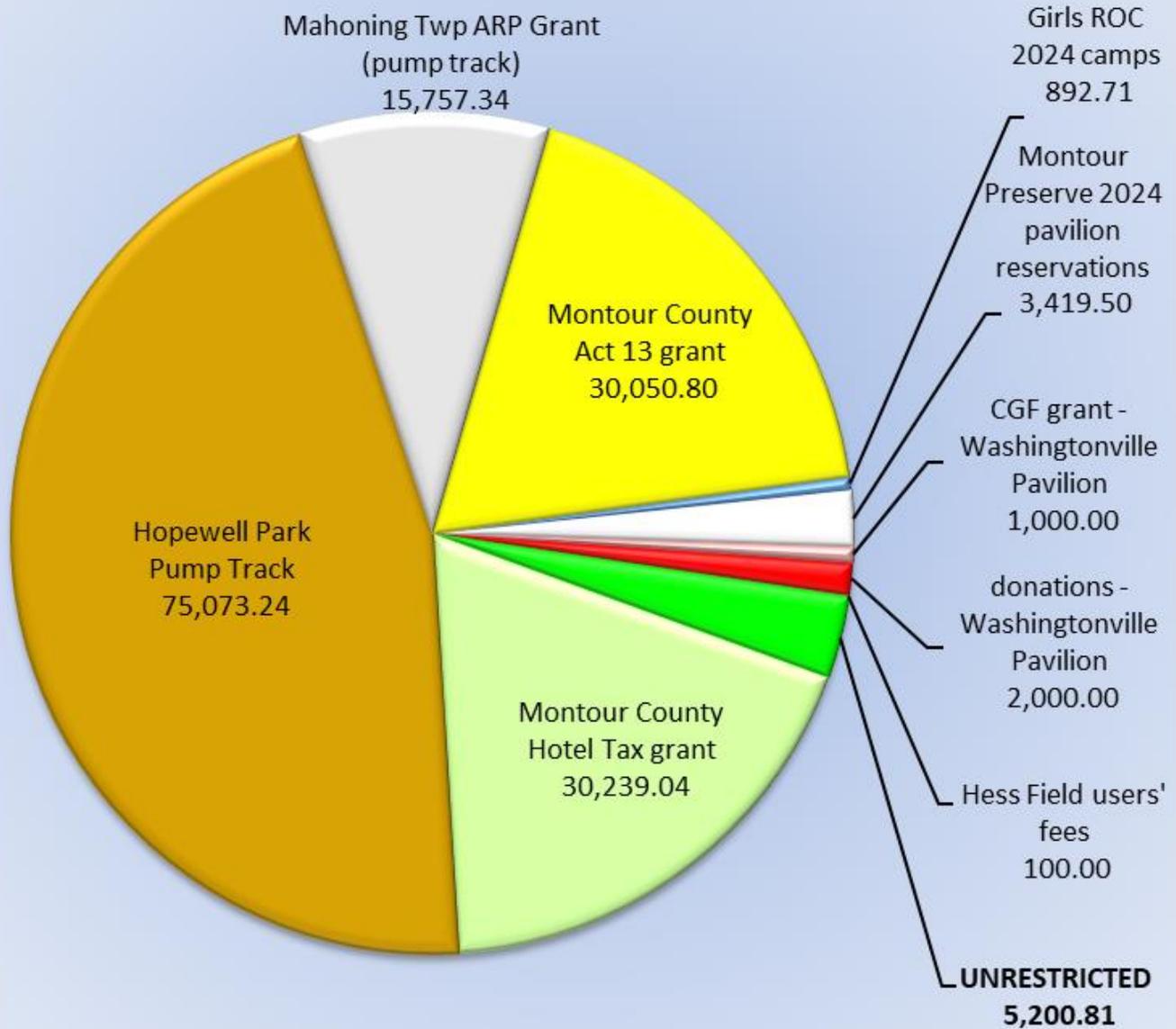
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
TOTAL			\$ -

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
2/14/24	7640	Kelly Kishbaugh (reimbursement for Carter Kishbaugh Eagle Scout project expenses)	189.06
2/26/24	7643	Verizon	126.60
2/26/24	7644	PPL Electric Utilities	880.94
2/26/24	7645	PPL Electric Utilities	2,059.87
2/26/24	7646	PPL Electric Utilities	50.23
2/26/24	7647	PPL Electric Utilities	32.20
2/26/24	7648	Dennis Piatt (payroll 2/11 - 2/24)	943.24
2/26/24	7649	Craig Reinard (payroll 2/11 - 2/24)	218.88
TOTAL			\$ 4,616.34

MARC FUNDS EARMARKS AS OF 3/20/24

COMBINED ACCOUNT BALANCE: \$163,733.44





MONTOUR AREA RECREATION COMMISSION 2024 BUDGET

ADOPTED 11/20/23; YEAR-TO-DATE AS OF 3/20/24

	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	(115.44)	(9,000)	Columbia County grant funding (proposed)	-	9,000	(115.44)	-
	HESS RECREATION AREA	(5,853.82)	(221,900)	grant funding [190,000] (proposed), user fees [2,500], and donations [400]	650.00	192,500	(5,203.82)	(29,400)
	HOPEWELL PARK / DANVILLE BOROUGH FARM TRAIL SYSTEM	(174.41)	(12,300)			-	(174.41)	(12,300)
	MILL PARK	(76.20)	(7,500)	grant funding and donations	2,629.31	5,000	2,553.11	(2,500)
	MONTOUR PRESERVE	(44,049.77)	(343,850)	grants [40,000] (proposed), rental fees [15,000], donations [10,000], concessionaire [1,000]	2,722.00	66,000	(41,327.77)	(277,850)
	NORTH BRANCH CANAL TRAIL	(122.15)	(21,950)			-	(122.15)	(21,950)
	NORTH BRANCH CANAL TRAIL PARKING AREA/ RIVER ACCESS	(16.00)	(4,150)			-	(16.00)	(4,150)
	PARK & TRAIL MAINTENANCE TOOLS AND SUPPLIES	(3,689.03)	(11,500)			-	(3,689.03)	(11,500)
SPECIAL PROJECTS & EVENTS	BICYCLE / PEDESTRIAN SAFETY PROJECTS	(509.52)	(750)			-	(509.52)	(750)
	BICYCLE ROUTES MAPPING AND PROMOTION	-	(750)			-	-	(750)
	CHILLISQUAQUE CREEK CLEANUP AND PROMOTION	(53.28)	(1,500)	grant funding		1,000	(53.28)	(500)
	DANVILLE BOROUGH PLAY SET INSTALLATION	(158.32)	(7,500)			-	(158.32)	(7,500)
	DIRTY GRIN MOUNTAIN BIKE FESTIVAL	(179.52)	(7,500)	race registration fees and sponsorships	-	7,500	(179.52)	-
	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	(645.12)	(40,000)	donations	40,000.00	40,000	39,354.88	-
	REGIONAL MOUNTAIN BIKING PROMOTION	(293.23)	(2,500)			-	(293.23)	(2,500)
	RIVERSIDE BOROUGH PARKS REVITALIZATION	-	(1,000)			-	-	(1,000)
	SPECIAL PROJECTS AND EVENTS - OTHER	(379.24)	(5,000)			-	(379.24)	(5,000)
	TOURISM PROMOTION SPECIAL PROJECTS - OTHER	(151.60)	(1,500)			-	(151.60)	(1,500)
	WASHINGTONVILLE REVITALIZATION PROJECTS (TOTAL)	(1,337.23)	(14,500)	donations and grants	3,000.00	8,000	1,662.78	(6,500)
	WELLNESS SPECIAL PROJECTS	-	(250)			-	-	(250)
	ADMIN / INSURANCE	ACCOUNTING	(125.00)	(1,800)			-	(125.00)
ADMINISTRATION / MISCELLANEOUS OTHER		(10,673.90)	(33,000)			-	(10,673.90)	(33,000)
STAFF PERSONAL VEHICLE USAGE REIMBURSEMENT		(143.45)	(10,000)			-	(143.45)	(10,000)
PAID TIME OFF		(398.88)	(11,500)			-	(398.88)	(11,500)
AUDIT		-	(6,000)			-	-	(6,000)
DUES AND LICENSING FEES		(1,279.21)	(2,500)			-	(1,279.21)	(2,500)
FUNDRAISING		(904.96)	(500)			-	(904.96)	(500)
INSURANCE		-	(15,000)			-	-	(15,000)
OFFICE SUPPLIES		(390.71)	(2,000)			-	(390.71)	(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	12.35	25,000	12.35	25,000
				Mahoning Township ARP Grant Carryover Balance w/ Interest (Hopewell Park Pump Track engineering)	15,757.34	15,800	15,757.34	15,800
				unrestricted donations	1,375.00	2,500	1,375.00	2,500
				other income	33.39	620	33.39	620
	TOTAL EXPENSES	(71,776.27)	\$ (1,008,700)	TOTAL INCOME	226,879.82	\$ 1,028,700	155,103.55	\$ 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	(24,780.79)	(75,000.00)		
SITE MAINTENANCE & OPERATIONS	cleaning service	(624.00)	(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.	(1,942.92)	(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	(10,208.04)	(20,000.00)	
	internet service	(237.00)	(1,300.00)	
	telephone	(358.58)	(1,300.00)	
	trash service	(390.00)	(2,000.00)	
	website hosting / email service	(190.27)	(1,000.00)	
brochures and promotional materials	-	(4,000.00)		
programming and educational supplies	(842.80)	(1,000.00)		
EXPENSE TOTAL		\$ (44,049.77)	\$ (343,850.00)	\$ (211,000.00)

COMMUNITY GIVING FOUNDATION (CGF) FUND BALANCES AS OF 3/20/24	
FUND	BALANCE
MARC Non-Endowed Fund	\$ 11,350.90
MARC Endowed Fund	\$ 18,661.22
Hopewell Park Pump Track Fund	\$ 44,689.15
Washingtonville Revitalization Fund	\$ 3,141.77
Montour Preserve Fund	\$ 31,702.19
TOTAL	\$ 109,545.23
NOTES AND DISCLAIMERS REGARDING CGF FUNDS	
<p><i>MARC is the designated beneficiary of five funds at the Community Giving Foundation (CGF). The CGF has been granted variance power to redirect these funds at their discretion and, accordingly, these funds are not deemed to be an asset of MARC and are not reported in MARC's financial statements.</i></p> <p><i>All contributions are administered through the Community Giving Foundation, a 501(c)(3) organization, and are tax-deductible to the extent provided by law. IRS regulations require us to state that no goods or services were provided in consideration for gifts and the Community Giving Foundation has exclusive legal control over the contributed assets. The official registration and financial information of the Community Giving Foundation may be obtained from the PA Dept. of State by calling toll free, within PA, 1-800-732-0999. Registration does not imply endorsement.</i></p>	
 Community Giving FOUNDATION™	
<p>I do hereby attest this to be an accurate and complete accounting of MARC-affiliated funds at the Community Giving Foundation.</p>	
	<p>3/20/2024</p>
<p>Robert Stoudt, MARC Director</p>	<p>Date</p>

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.

REPORT UNAVILABLE AT TIME OF REPORT DISTRIBUTION

ASSISTANT DIRECTOR'S REPORT

In the past month efforts have been aimed at preparing the parks and trails for the busy spring season. The following points summarize the projects and events MARC's Assistant Director has completed or assisted with:

- Finalized Maple Sugaring operations at the Montour Preserve
- Assisted with MARC's Maple Sugaring Volunteer Breakfast
- Assisted with the Vernal School Chief Science Officer program day on 02/29
- With the help of MARC staff and volunteers, installed 14 new bluebird nesting boxes around the Montour Preserve
- Prepared the Montour Preserve boating access points for the annual waterfowl migration period boating closure
- Assisted Van Wagner and Sons and MARC's Director with the removal of hazardous trees at Hess Recreation Area
- Worked with the MARC team to repair potholes on the Hess Recreation Area access road
- Removed leaves and inspected all the trails at Hess Recreation Area
- With the help of MARC volunteer Alan Gilda, removed leaves and inspected all the trails at Hopewell Park

Julian Brehm

3/21/24

DIRECTOR'S REPORT (continued)

GRANTS

- **Montour County Hotel Tax**

- As of 3/20/24, \$30,239.04 in Montour County Hotel Tax grant funds remained earmarked in MARC's account
- MARC anticipates receipt of Q1 2024 Montour County Hotel Tax grant funds in mid-May
- MARC's required annual audit with McKonly & Asbury is nearly complete
 - Stoudt will present the audit findings at the 4/10/24 meeting of the Columbia Montour Visitors Bureau (as required by the terms of the Montour County Hotel Tax MOU) and at MARC's 4/22/24 meeting

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

- Per Danville Borough staff on 2/29/24, 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 project right-of-ways
 - Final designs will be subject to permit review by DEP and the US Army Corps of Engineers
 - Construction may occur in 2025
- Draft project mapping is available at <https://www.google.com/maps/d/edit?mid=17se2PMghOEBzg70bdSTOg3HPCTTO9drE&usp=sharing>

- **Mahoning Township American Rescue Plan Grant**

- 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
- \$15,757.34 (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

DIRECTOR’S REPORT (continued)

GRANTS (continued)

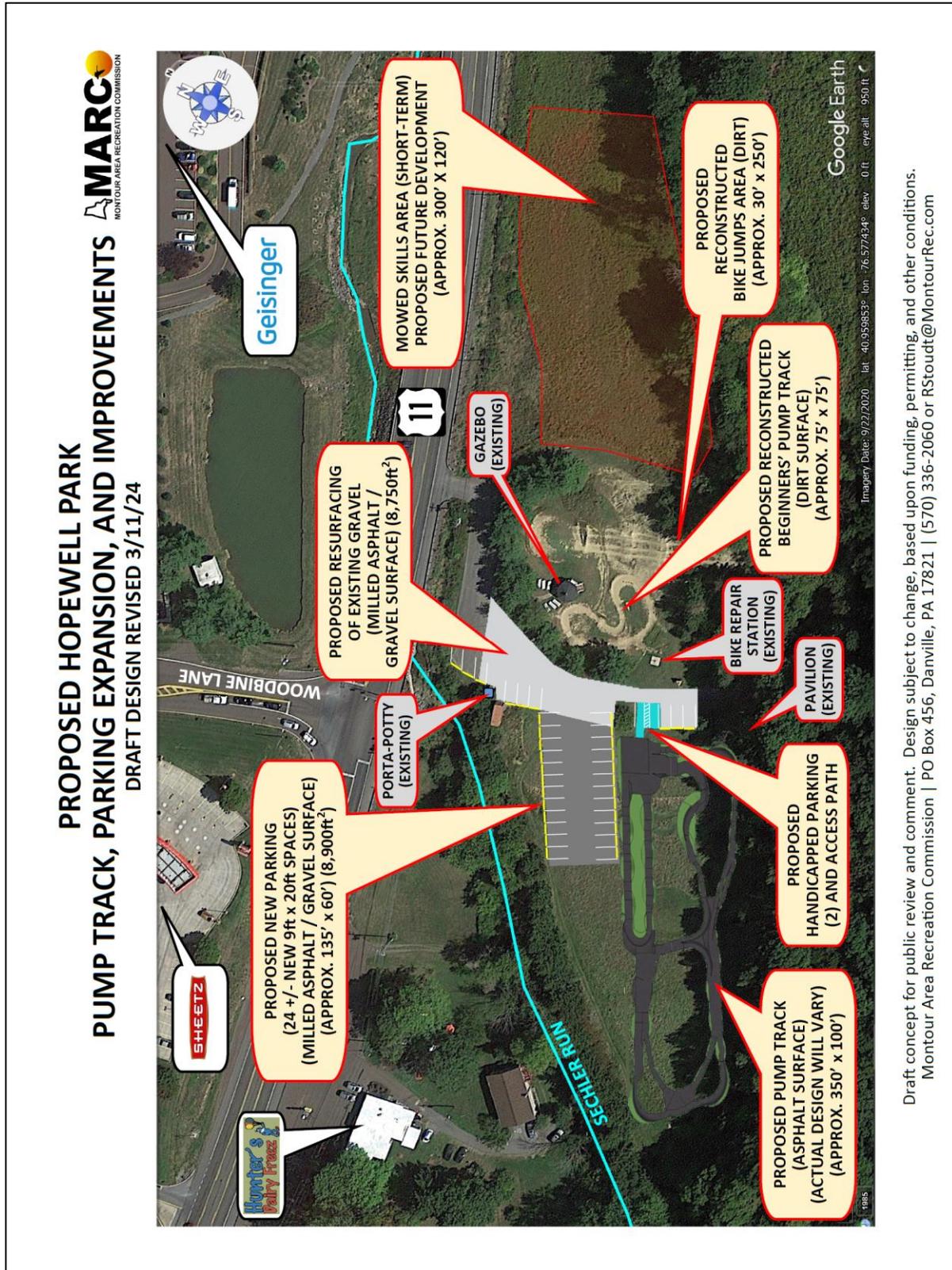
- **DCNR 2021 Park Rehabilitation and Development Grant (Hopewell Park Pump Track)**
 - MARC was notified on 12/30/21 that its application to DCNR for \$125,000 in grant funding to rehabilitate Hopewell Park had been conditionally approved
 - Project activities will include expanding and improving parking, 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 3/20/24, MARC has so far secured \$155,599.15 in pledges and donations (after Community Giving Foundation fees) to match the DCNR grant (in addition to the \$15,757.34 in Mahoning Township ARP grant funding)
 - As of 3/20/24, MARC has so far spent \$844.84 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 documentation is in place
 - Stoudt on 3/9/24 met with representatives of regional mountain biking promotion organizations to gather additional input on the Hopewell Park Pump Track project
 - An additional meeting is planned for 3/21/24 to gather detailed design input from key stakeholders
 - Stoudt thanks Dave Decoteau for soliciting and compiling stakeholder feedback for incorporation into project planning
 - Stoudt is revising project mapping to provide to project engineers and permitting agencies (see next page)
 - Stoudt’s updated project presentation, including a listing of project donors, is available at <https://docs.google.com/presentation/d/1b1DRhtSDZ3OfL0aYTaluFPhW1XYNO7x/edit?usp=sharing&oid=117951050608712833238&rtpof=true&sd=true>

HOPEWELL PARK PUMP TRACK FUNDRAISING SUMMARY (updated 3/20/24)								
DONOR	DATE	PLEGGED AMOUNTS (NOT YET RECEIVED)	DONATION MADE TO COMMUNITY GIVING FOUNDATION FUND	DONATION DIRECT TO MARC	MAHONING TOWNSHIP ARP GRANT	DCNR GRANT (FUNDS NOT YET REQUESTED / RELEASED)	EXPENSES	NOTES
CATEGORY TOTALS		34,970.00	44,689.15	75,940.00	15,757.34	125,000.00	(844.84)	
PROJECT FUNDING AS OF 3/20/24				295,511.65				

DIRECTOR'S REPORT (continued)

GRANTS (continued)

- DCNR 2021 Park Rehabilitation and Development Grant (Hopewell Park Pump Track) (continued)



Draft concept for public review and comment. Design subject to change, based upon funding, permitting, and other conditions.
Montour Area Recreation Commission | PO Box 456, Danville, PA 17821 | (570) 336-2060 or RStoudt@MontourRec.com

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 acquisition, with an anticipated construction target date of mid-May
 - Stoudt will present a request during this meeting to allow material purchases

- **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
 - Stoudt has completed all grant startup documentation and has requested the release of advance grant funding (\$5,000), to be held in a dedicated grant checking account at Service 1st (Stoudt will request account designation during this meeting)
 - All work and grant closeout documentation must be completed by 12/31/24

- **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
 - Stoudt has completed all grant startup documentation and has requested the release of advance grant funding (\$800), to be held in a dedicated grant checking account at Service 1st (Stoudt will request account designation during this meeting)
 - All work and grant closeout documentation must be completed by 12/31/24

- **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**

- Brehm and volunteer Alan Gilda on 3/19/24 completed the leaf blowing of all trails at the site
 - Brehm noted two trees down that he cleared on 3/22/24
- MARC staff anticipate finalizing trail inspections and pruning trees around the pump track and pavilion area in the next two weeks, weather permitting
- Stoudt will remain in contact with developers of the solar project on adjacent lands to coordinate site maintenance and development planning
- As noted elsewhere in this report, 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**

- Trail Steward Wayne Kashner continues to monitor and maintain the trail, clearing numerous downed trees brought down by recent storms
- Stoudt and Brehm on 3/22/24 inspected miles 0.0 – 1.7, removing several hazardous trees
- Weather conditions and scheduling challenges 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 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 on 3/10/24 worked with Van Wagner & Sons Tree Service to fell 15 +/- hazardous trees near the covered bridge and between trail miles 1.1 – 1.6
 - All high priority trees have been successfully removed, but MARC's staff will continue to monitor other trees that may become future problems for removal



DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

• Hess Recreation Area (continued)

- Stoudt will meet on 3/27/24 with representatives of Kleinfelder (the engineering firm that initially evaluated the site in 2021) to evaluate the needed repairs to the Hess Loop Trail in areas between trail miles 1.1 – 1.6 where slumping has occurred in recent years
 - Stoudt expects to secure a proposal for engineering services and bid document preparation for consideration at MARC's April meeting
- Stoudt met 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
 - Stoudt will work with Danville Borough Manager Brindy Mordan to draft an MOU for consideration by Danville Borough Council and MARC to govern the terms of an agreement for a grant application
- 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
- Brehm on 3/19/24 completed the leaf blowing of all trails and performed maintenance along the Hess Loop Trail, removing several graffiti markings on the covered bridge and on trees along the Hess Loop Trail

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
 - 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
 - Research is underway to identify options to replace the boat dock
- Numerous programs and special events are being planned for 2024 through the Vernal School and partner organizations
 - Information is available at <http://www.vernalschool.org/the-programs.html>
- Approximately 900 visitors attended the 2/24/24 Maple Sugaring Open House, and an additional 450 school students attended special programs on 2/23/24
- MARC staff met with DEP on 3/7/24 to complete the required inspection of the Goose Cove and Heron Cove water systems
- MARC anticipates starting up the picnic area water systems on 4/17/24
- MARC anticipates installing the fishing pier on 4/24/24
- PPL on 3/11/24 installed monitoring equipment on the electrical lines in the Environmental Education Center to monitor for electrical service interruptions

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 3/22/24, MARC has \$892.71 earmarked in its general checking account for 2024 event expenses

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

- Stoudt continues to meet regularly with event organizers to plan for the 2024 event, planned for 6/22 and 6/23/24
 - 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, while the Central Susquehanna Hammers will take the overall event lead

- **Regional Mountain Biking Promotion**

- Stoudt has created a page on MARC's website at <https://montourrec.com/east-central-pennsylvania-mountain-biking/> to feature MARC's five-county mapping of regional mountain biking assets
 - As of 3/22/24, the map has been viewed 4,712 times
 - Stoudt will add additional content to the page in coming weeks as time allows
- 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 on 2/29/24 attended (online) the meeting of the Middle Susquehanna River Water Trail Stakeholders
- Stoudt on 2/29/24 attended (online) the SEDA-COG Regional Trails Exploratory Forum

- **Washingtonville Revitalization Projects**

- MARC continues to assist Washingtonville Borough with the planned construction of a new pavilion at DeLong Park, featuring wood salvaged from the nearby log cabin
 - Work is expected to continue through spring
 - Stoudt at this meeting will request approval to spend up to \$11,000 to purchase materials in coming weeks to allow construction in mid-May
 - Funds will come from the following sources:

DELONG PARK PAVILION PROJECT		
ANTICIPATED FUNDING SOURCES		
UPDATED 3/19/24 RTS		
FUNDING SOURCE	AMOUNT	NOTES
Community Giving Foundation: Danville grant	\$ 1,000	funds held by MARC on Washingtonville's behalf
Washingtonville Borough	\$ 2,000	Washingtonville to provide to MARC (anticipated March)
Washingtonville Revitalization Committee	\$ 2,000	anticipated - to be confirmed
Elks donation	\$ 2,000	funds held by MARC on Washingtonville's behalf
Washingtonville Borough	\$ 500	anonymous donation received for project
MARC	\$ 3,500	unrestricted funds to be used
TOTAL	\$ 11,000	

- 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 continues to work with McKonly & Asbury to complete 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 anticipates completion of the audit by no later than 4/10/24, at which time Stoudt will present the audit findings to the Columbia Montour Visitors Bureau Board
- Stoudt and Brehm on 3/15/24 met with a representative of the Pennsylvania Intergovernmental Risk Management Association (MARC's insurance provider) to review MARC's operations and insurance coverage

UPCOMING PROGRAMS AND EVENTS

- May 3 – 5 – PICL Coaches' Retreat (Danville, in conjunction w/ DBA Spring Fling)
- June 22 – 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>

COOPERATIVE SERVICE AGREEMENT
between
MONTOUR PRESERVE
and
UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS)
WILDLIFE SERVICES (WS)

ARTICLE 1

The purpose of this agreement is to cooperate in a wildlife damage management project as described in the attached Work Plan.

ARTICLE 2

APHIS-WS has statutory authority under the Acts of March 2, 1931, 46 Stat. 1468-69, 7 U.S.C. §§ 8351-8352, as amended, and December 22, 1987, Public Law No. 100-202, § 101(k), 101 Stat. 1329-331, 7 U.S.C. § 8353. . to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife service’s involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

ARTICLE 3

APHIS-WS and the Montour Preserve agree:

1. The Montour Preserve will provide payment upon receipt of monthly/quarterly bill to “US Department of Agriculture” in the amount of **\$5,184.71**.
2. Nothing in this agreement shall prevent APHIS-WS from entering into separate agreements with any other organization or individual for the purpose of providing wildlife damage management services exclusive of those provided for under this agreement.
3. The Montour Preserve certifies that APHIS-WS has advised the Montour Preserve there may be private sector service providers available to provide wildlife damage management services that the Montour Preserve is seeking from APHIS-WS.
4. The performance of wildlife damage management actions by APHIS-WS under this agreement is contingent upon a determination by APHIS-WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. APHIS-WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.
5. The cooperating parties agree to coordinate with each other before responding to media requests on work associated with this project.

ARTICLE 4

This agreement is contingent upon the passage by Congress of an appropriation from which expenditures may be legally met and shall not obligate APHIS-WS upon failure of Congress to so appropriate. This agreement also may be reduced or terminated if Congress only provides APHIS-WS funds for a finite period under a Continuing Resolution.

ARTICLE 5

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this agreement or to any benefit to arise there from.

ARTICLE 6

APHIS-WS assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act (28 USC 1346(b), 2401(b), 2671-2680). This agreement is not a procurement contract (31 U.S.C. 6303), nor is it considered a grant (31 U.S.C. 6304). In this agreement, APHIS-WS provides goods or services on a cost recovery basis to nonfederal recipients, in accordance with all applicable laws, regulations and policies.

This agreement shall become effective **March 26, 2024**, and shall continue until **September 30, 2024**. This agreement may be amended or terminated at any time by mutual agreement of the parties in writing. Further, in the event the Montour Preserve does not, for any reason, provide necessary funds, APHIS-WS is relieved of the obligation to provide services under this agreement.

As required by Debt Collection Improvement Act of 1996:

Montour Preserve’s Tax ID No. : 26-1859983
APHIS-WS’s Tax ID: 41-0696271

Montour Area Recreation Commission
374 Preserve Road
Danville, PA 17821
570-336-2060

USDA-APHIS-Wildlife Services
PO Box 60827
Harrisburg, PA 17106-0827
717-236-9451

Robert Stouidt, Director

Date

Harris Glass, State Director

Date

WORK PLAN

Introduction

The U.S. Department of Agriculture (USDA) is authorized to protect American agriculture and other resources from damage associated with wildlife. Wildlife Services activities are conducted in cooperation with other Federal, State and local agencies; private organizations and individuals.

The APHIS WS program uses an Integrated Wildlife Damage Management (IWDM) approach (sometimes referred to as IPM or “Integrated Pest Management”) in which a series of methods may be used or recommended to reduce wildlife damage. These methods include the alteration of cultural practices as well as habitat and behavioral modification to prevent damage. However, controlling wildlife damage may require that the offending animal(s) are killed or that the populations of the offending species be reduced.

Wildlife Species: Canada geese.

Description of Damage: An integrated waterfowl damage management program will be implemented to reduce/prevent damages caused by Canada geese that consist of the accumulations of droppings on grounds, parking areas, walkways, and near building entrances; aggressive behavior of geese toward people during the nesting season; and potential health hazards associated with unsanitary conditions.

<u>Location:</u>	Washingtonville	Montour	Anthony	PA
	Town	County	Township	State

Location type (circle): Rural or Urban

Services Provided:

The goal of APHIS WS is to manage the damage caused by wildlife by implementing integrated wildlife damage management programs. APHIS WS personnel, who have been professionally trained in wildlife damage management, will assist Montour Preserve in implementing an integrated waterfowl damage management program (IWDM) for Canada geese. An ongoing IWDM program would provide the greatest practical level of protection associated with wildlife damage at this site.

1. Montour Preserve will institute a no feeding waterfowl policy and actively enforce (i.e., education and signage) the policy.
2. APHIS WS will conduct nest and egg treatment at approximately 7—10-day intervals during the 8-week nesting season. Nests and eggs will be collected and disposed of following the 28—30-day incubation period.
3. If recommended by APHIS WS, and approved by Montour Preserve, WS will conduct a Canada goose round-up, removing up to 40 of the geese molting on the site. It is possible to remove up to 50% of the molting geese. APHIS WS will document the number of geese observed on the site prior to molting to accurately determine the number of birds that can be legally removed. Canada geese will be humanely captured, euthanized, and processed for human consumption.
4. APHIS WS personnel will be available to provide technical assistance to Montour Preserve in further deterring Canada geese and preventing other wildlife damage.

The above APHIS WS activities are fully provided for by the Pennsylvania Game Commission, Bureau of Wildlife Protection, Special Use (Depredation/Collecting) Permit and the US Fish and Wildlife Service Depredation permit issued to the Director and/or the WS PA State Director. Activities will be conducted with regular and overtime hours worked as necessary to accomplish the objectives of this program.

Prepared by (APHIS-WS employee): N. Beard

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0579-0335. The time required to complete this information collection is estimated to average .059 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

OMB Approved
0579-0335

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
WILDLIFE SERVICES

WORK INITIATION DOCUMENT FOR
WILDLIFE DAMAGE MANAGEMENT

SECTION 1	1. WORK INITIATION DOCUMENT NUMBER	2. STATUS <input type="radio"/> NEW <input checked="" type="radio"/> RENEWAL
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SECTION 2	3. TYPE OF WORK INITIATION DOCUMENT <i>mark all that apply</i>	Assign to These Special Groups
	<input checked="" type="radio"/> PRIVATE PROPERTY <input type="radio"/> NON-PRIVATE PROPERTY <input type="radio"/> TEMPORARY / CIVIL <input type="checkbox"/> ADJACENT LANDOWNER <input type="checkbox"/> AMENDMENT TO AN EXISTING WORK INITIATION DOCUMENT	(1) CAGO PROJECTS EASTERN DISTRICT (2) (3) (4)

SECTION 3	4. Cooperator's Name	STOUDT	ROBERT				
	5. Cooperator's Mailing Address	374 PRESERVE ROAD	DANVILLE	PA	17821		
SECTION 4	6. Common Name	MONTOUR PRESERVE				7. 570-336-2060	
	8. Owner's or Representative's Name <i>(if different from Cooperator's)</i>						9. Cooperator Phone Number
SECTION 5	10. Owner's or Representative's Address <i>(if different from Cooperator's)</i>						Owner/Rep. Phone Number

SECTION 6	11. PROPERTY / LAND CLASS INFORMATION				12. ADJOINING PROPERTY WID NOS	13. TARGETED SPECIES	
	COUNTY	PROPERTY	LAND CLASS	ACRES			
	A. MONTOUR	MONTOU	PRIVATE L	965	A.	A. DUCKS, FERAL	F.
	B.				B.	B. GEESE, CANADA	G.
	C.				C.	C. GEESE, FERAL	H.
	D.				D.	D. SWANS, MUTE	I.
	E.				E.		J.
STATE: PA TOTAL ACRES 965				<input type="checkbox"/> 14. There are additional target species <i>(Complete and attach WS Form 12 Addendum)</i>			

SECTION 7	15. In consideration of the benefits to be derived from the proper management of damage caused by those species listed in Section 3 Item 14, (and Item 15, if applicable), I the undersigned cooperator or cooperator's representative, do hereby give my consent and concurrence to the Animal and Plant Health Inspection Service (APHIS) (to include its officials, employees, and agents) to use, upon lands owned, leased, or otherwise controlled by me, and identified by this Work Initiation Document, the following methods and devices:					
	A. FIREARMS	B. HANDCAUGHT/GATHERED	C. LASERS (ALL) (DETERRENT)			
	D. OIL, CORN	E. PYROTECHNICS (ALL)	F. TRAPS, DRIVE			
	16. <input type="checkbox"/> There are additional components <i>(complete and attach WS Form 12 Addendum)</i>					

17. I, the cooperator or cooperator's representative have been informed of the methods and the manner in which the control materials and devices listed in Section 4 will be used, and of the possible hazards associated with their use. I understand that APHIS (to include its officers, employees and agents) will exercise reasonable precautions to safeguard all persons to prevent injury to animal life other than those listed in Section 3, Item 14, (and Item 15, if applicable); guard against the mishandling of control devices and materials; and exercise due caution and proper judgment in all wildlife damage management operations. I understand that APHIS, WS, will maintain restricted use pesticide application records on applications made under the Work Initiation Document, and that APHIS, WS, will provide copies of the records or record information promptly upon the property owner's or cooperator's request. I understand that APHIS may collect Global Positioning System (GPS) coordinates at the project site as part of component or activity tracking or as wildlife disease monitoring or research data. As a Lessee, the Cooperator agrees that the lease is current and will remain so while APHIS WS conducts operational activities on the property and will notify WS if the lease expires or is canceled. The Lessee agrees to notify the landowner about any methods or devices (components) in use by APHIS WS on the property.

18. In consideration of these understandings and of the benefits to be derived, I, the cooperator or cooperator's representative, agree to take reasonable precautions to prevent injury to livestock and other domestic animals; assume responsibility for injury to my property under my control, when said injury is not the result of negligence on the part of APHIS; assist in maintaining such warning signs as APHIS may place for the purpose of notifying persons entering onto such lands of the possible hazards associated with wildlife damage management measures in use thereon; and to give adequate warning of these possible hazards to persons I authorize to enter onto such lands. Further, in recognition of the benefits to be derived from the use of specified methods and devices authorized by this Work Initiation Document, I, the cooperator or cooperator's representative, agree not to concurrently use or allow to be used upon land so covered by this Work Initiation Document, any toxic material that might reasonably be expected to take a species listed above in Section 3, Item 14, (and Item 15, if applicable) unless such use of said toxicant is agreed to by APHIS in writing.

19. SPECIAL CONSIDERATIONS: N 41.09972 W 76.66335

20A. LANDOWNER, LESSEE, OR ADMINISTRATOR NAME AND TITLE ROBERT STOUDT, DIRECTOR	20B. SIGNATURE AND TITLE NATHAN BEARD	20C. DATE
21A. APHIS REPRESENTATIVE NAME NATHAN T BEARD	21B. SIGNATURE NATHAN BEARD	21C. DATE
21D. APHIS REPRESENTATIVE TELEPHONE NUMBER 717-908-7249	21E. STATE OFFICE ADDRESS P.O. BOX 60827, HARRISBURG, PA 17106	

WS FORM 12A - electronic version