



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

April 29, 2019 Regular Meeting Agenda

7:00pm – Montour County building, 17 Woodbine Lane, Danville, PA 17821

Call to Order

Officer Reports

- Chairman's Report (Mike Mills)
- Treasurer's Report (Tyler Dombroski) (**pages 2 - 19**)
 - approval of February accountant's reports
 - approval of March accountant's reports
- Secretary's Report (Chris Johns)

Partner Reports

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

Public Comment

Assistant Director's Report (Jon Beam) (**page 20**)

Maintenance Technician's Report (Dennis Piatt) (**page 20**)

Director's Report (Bob Stoudt) (**pages 21 - 28**)

Old Business

New Business

- MARC funding strategy (**page 29**)
- tractor purchase (**page 30**)
- Montour Preserve HVAC system replacement invitation to bid (**provided separately**)
- Danville Borough Farm Land/Facility Use Memorandum of Understanding Amendment (**page 31**)

Other Items

Adjournment

next meeting: May 20, 2019

(NOTE EARLIER DATE TO AVOID CONFLICT W/ MEMORIAL DAY HOLIDAY)



MARC Savings Account (ID 01) Register

| Number or Code | Transaction Date | Date Sent to Accounting | Recorded on Bank Statement | Description of Transaction | Debit (-) | Credit (+) | Account Balance |
|----------------|------------------|-------------------------|----------------------------|--|-----------|------------|-----------------|
| transfer | 3/15/19 | 4/8/19 | 3/1 - 3/31/19 | transfer to DCNR grant checking account to reimburse bills paid 3/11 | 163.26 | | 45,036.53 |
| transfer | 3/27/19 | 4/8/19 | 3/1 - 3/31/19 | transfer to DCNR grant checking account to reimburse bills paid 3/27 | 2,413.57 | | 42,622.96 |
| transfer | 3/27/19 | 4/8/19 | 3/1 - 3/31/19 | transfer to general checking account to reimburse grant eligible expenses paid 2/22 - 3/27 | 650.78 | | 41,972.18 |
| transfer | 3/27/19 | 4/8/19 | 3/1 - 3/31/19 | transfer to general checking account to reimburse grant-eligible labor 2/17 - 3/16 | 3,907.57 | | 38,064.61 |
| interest | 3/31/19 | 4/8/19 | 3/1 - 3/31/19 | dividend interest earned 1/1 - 3/31/19 | | 18.79 | 38,083.40 |
| transfer | 4/24/19 | | | transfer to DCNR grant checking account to reimburse bills paid 4/23 | 2,121.41 | | 35,961.99 |

Montour Preserve DCED Grant Checking Account (ID 42) Register

| Number or Code | Transaction Date | Date Sent to Accounting | Recorded on Bank Statement | Description of Transaction | Credited / Debited to Subaccount | Debit (-) | Credit (+) | Account Balance |
|----------------|------------------|-------------------------|----------------------------|----------------------------|----------------------------------|--------------|--------------|-----------------|
| | | | | new account opened 2/15/19 | | | | - |
| deposit | 4/15/19 | | | DCED grant deposit | | | 100,000.00 | 100,000.00 |

Montour Preserve DCNR Grant Checking Account (ID 41) Register

| Number or Code | Transaction Date | Date Sent to Accounting | Recorded on Bank Statement | Description of Transaction | Credited / Debited to Subaccount | Debit (-) | Credit (+) | Account Balance |
|-------------------|------------------|-------------------------|----------------------------|--|--|-----------|------------|-----------------|
| 318 | 3/27/19 | 4/8/19 | | PPL Electric Utilities (electricity) | Montour Preserve (electricity) | 915.92 | | (915.92) |
| 319 | 3/27/19 | 4/8/19 | | PPL Electric Utilities (electricity) | Montour Preserve (electricity) | 41.08 | | (957.00) |
| 320 | 3/27/19 | 4/8/19 | | PPL Electric Utilities (electricity) | Montour Preserve (electricity) | 568.39 | | (1,525.39) |
| 321 | 3/27/19 | 4/8/19 | | PPL Electric Utilities (electricity) | Montour Preserve (electricity) | 31.55 | | (1,556.94) |
| 322 | 3/27/19 | 4/8/19 | | Verizon (telephone) | Montour Preserve (telephone) | 112.47 | | (1,669.41) |
| 323 | 3/28/19 | 4/8/19 | | Robert Stoudt (3/28 expense report - Clarks' Ag Center (rake handle); HughesNet (internet service); Best Line Equipment (clutch and belt for Bobcat); MailChimp (email service)) | \$8.05 Montour Preserve (maintenance/misc); \$172.33 Montour Preserve (internet service); \$558.48 Montour Preserve (maintenance/misc); \$5.30 Montour Preserve (email) | 744.16 | | (2,413.57) |
| transfer | 3/27/19 | 4/8/19 | 3/1 - 3/31/19 | transfer from savings account to reimburse bills paid 3/27 | | | 2,413.57 | 0.00 |
| dividend interest | 3/31/19 | 4/8/19 | 3/1 - 3/31/19 | dividend interest earned 3/1 - 3/31/19 | | | 0.08 | 0.08 |
| 324 | 4/18/19 | | | MePush, Inc. (Montour Preserve website hosting) | Montour Preserve (website hosting) | 33.00 | | (32.92) |
| 325 | 4/18/19 | | | Ted Heaps Container Service (trash removal) | Montour Preserve (trash removal) | 125.00 | | (157.92) |
| 326 | 4/18/19 | | | Starr Portables (porta-potty for maple sugaring) | Montour Preserve (programming) | 125.00 | | (282.92) |
| 327 | 4/18/19 | | | Johnson Controls Security Solutions (Montour Preserve security system quarterly monitoring fee) | Montour Preserve (security system) | 204.98 | | (487.90) |
| 328 | 4/18/19 | | | Verizon (telephone) | Montour Preserve (telephone) | 104.05 | | (591.95) |
| 329 | 4/23/19 | | | PPL Electric Utilities (electricity) | Montour Preserve (electricity) | 626.55 | | (1,218.50) |
| 330 | 4/23/19 | | | PPL Electric Utilities (electricity) | Montour Preserve (electricity) | 40.13 | | (1,258.63) |
| 331 | 4/23/19 | | | PPL Electric Utilities (electricity) | Montour Preserve (electricity) | 388.56 | | (1,647.19) |
| 332 | 4/23/19 | | | PPL Electric Utilities (electricity) | Montour Preserve (electricity) | 31.55 | | (1,678.74) |
| 333 | 4/23/19 | | | Robert Stoudt (4/26 expense report - brake cleaner, threadlocker, 10 ton stone for boat launch repair, Hughesnet internet service and MailChimp email service) | \$12.43 Montour Preserve (maintenance/misc); \$252.61 Montour Preserve (maintenance/misc); \$172.33 Montour Preserve (internet service); \$5.30 Montour Preserve (email service) | 442.67 | | (2,121.41) |
| transfer | 4/24/19 | | | transfer from savings account to reimburse bills paid 4/23 | | | 2,121.41 | 0.00 |



MARC 2019 Checking Account (ID 40) Register

| Number or Code | Transaction Date | Date Sent to Accounting | Recorded on Bank Statement | Description of Transaction | Credited / Debited to Subaccount | Grant to Credit or Debit (# Applicable) | Debit (-) | Credit (+) | Account Balance |
|-------------------|------------------|-------------------------|----------------------------|--|--|---|-----------|------------|-----------------|
| debit card | 3/21/19 | 4/8/19 | 3/1/19 - 3/31/19 | Lozer Lumber (2x6 and 2x8 lumber for boat house shelves) | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 102.59 | | 44,575.50 |
| 6032 | 3/25/19 | 4/8/19 | | Dennis Piatt (payroll 3/3 - 3/16) | payroll - Piatt | | 450.93 | | 44,124.57 |
| 6033 | 3/25/19 | 4/8/19 | | Jon Beam (payroll 3/3 - 3/16) | payroll - Beam | | 926.82 | | 43,197.75 |
| 6034 | 3/25/19 | 4/8/19 | | Lesley Yeich (payroll 3/3 - 3/16) | payroll - Yeich | | 229.87 | | 42,967.88 |
| 6035 | 3/25/19 | 4/8/19 | 3/1/19 - 3/31/19 | Robert Stoudt (payroll 3/3 - 3/16) | payroll - Stoudt | | 1,129.17 | | 41,838.71 |
| debit card | 3/27/19 | 4/8/19 | 3/1/19 - 3/31/19 | Cole's Hardware (bird seed) | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 120.11 | | 41,718.60 |
| 6036 | 3/27/19 | 4/8/19 | | Columbia-Montour Visitors Bureau (annual dues) | dues & subscriptions | | 99.00 | | 41,619.60 |
| 6037 | 3/27/19 | 4/8/19 | | Robert Stoudt (3/27 expense report - West Branch Rental (diesel fuel for rental generator for Humdinger); MailChimp (email service)) | \$32.18 Humdinger (misc. supplies); \$5.30 Humdinger (advertising); \$5.30 misc. expenses | | 42.78 | | 41,576.82 |
| transfer | 3/27/19 | 4/8/19 | 3/1/19 - 3/31/19 | transfer from savings account to reimburse DCNR grant-eligible bills paid 2/22 - 3/27 | | | | 650.78 | 42,227.60 |
| transfer | 3/27/19 | 4/8/19 | 3/1/19 - 3/31/19 | transfer from savings account to reimburse DCNR grant-eligible labor 2/17 - 3/16 | | | | 3,907.57 | 46,135.17 |
| debit card | 3/30/19 | 4/8/19 | 3/1/19 - 3/31/19 | Clarks' Ag Center (vise, storage organizer, nuts and bolts, grass seed) | park maintenance tools & supplies | | 241.90 | | 45,893.27 |
| interest | 3/31/19 | 4/8/19 | 3/1/19 - 3/31/19 | dividend interest earned 3/1 - 3/31/19 | interest | | | 5.89 | 45,899.16 |
| debit card | 4/3/19 | | | Lowe's (plywood for pig barn vandalism repairs) | Humdinger (misc. supplies) | | 13.09 | | 45,886.07 |
| 6038 | 4/4/19 | | | Dennis Piatt (payroll 3/17 - 3/30) | payroll - Piatt | | 450.92 | | 45,435.15 |
| 6039 | 4/4/19 | | | Jon Beam (payroll 3/17 - 3/30) | payroll - Beam | | 670.58 | | 44,764.57 |
| 6040 | 4/4/19 | | | Lesley Yeich (payroll 3/17 - 3/30) | payroll - Yeich | | 98.52 | | 44,666.05 |
| 6041 | 4/4/19 | | | Robert Stoudt (payroll 3/17 - 3/30) | payroll - Stoudt | | 1,399.24 | | 43,266.81 |
| debit card | 4/5/19 | | | Cole's Hardware (screws for pig barn vandalism repairs) | Humdinger (misc. supplies) | | 15.88 | | 43,250.93 |
| debit card | 4/8/19 | | | Cole's Hardware (air compressor fittings, screws and teflon tape) | park maintenance tools & supplies | | 27.51 | | 43,223.42 |
| deposit | 4/8/19 | | | deposit | \$965 Montour Preserve pavilion reservations; \$1,460 Montour Preserve donations; \$416.96 unrestricted donations; \$300 Hess Recreation Area users' fees | | | 3,141.96 | 46,365.38 |
| debit card | 4/11/19 | | | diesel fuel | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 17.01 | | 46,348.37 |
| debit card | 4/11/19 | | | Cole's Hardware (bleach, silicone caulk and marking paint) | \$73.02 Montour Preserve (maintenance / misc.); \$12.70 special projects | \$73.02 DCNR Montour Preserve | 85.72 | | 46,262.65 |
| debit card | 4/12/19 | | | Amazon.com (printer toner cartridges) | office expenses | | 253.12 | | 46,009.53 |
| automatic payment | 4/15/19 | | | US Treasury (March payroll taxes) | payroll taxes | | 1,738.22 | | 44,271.31 |
| automatic payment | 4/15/19 | | | PA Dept. of Revenue (March payroll taxes) | payroll taxes | | 237.81 | | 44,033.50 |
| debit card | 4/15/19 | | | Amazon.com (toilet paper and paper towels) | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 84.20 | | 43,949.30 |
| debit card | 4/15/19 | | | Amazon.com (toilet seat) | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 25.91 | | 43,923.39 |
| debit card | 4/15/19 | | | Cole's Hardware (trash bags, toilet paper, paper towels and PineSol) | Hess Recreation Area | | 66.89 | | 43,856.50 |
| 6042 | 4/18/19 | | | Dennis Piatt (payroll 3/31 - 4/13) | payroll - Piatt | | 362.15 | | 43,494.35 |
| 6043 | 4/18/19 | | | Jon Beam (payroll 3/31 - 4/13) | payroll - Beam | | 518.75 | | 42,975.60 |
| 6044 | 4/18/19 | | | Robert Stoudt (payroll 3/31 - 4/13) | payroll - Stoudt | | 1,486.37 | | 41,489.23 |
| 6045 | 4/18/19 | | | Ted Heaps Container Service (trash removal) | Hess Recreation Area | | 65.00 | | 41,424.23 |
| 6046 | 4/18/19 | | | MePush, Inc. (MARC and Humdinger website hosting) | \$33 misc. expenses; \$33 Humdinger (advertising) | | 66.00 | | 41,358.23 |
| 6047 | 4/18/19 | | | Denise Slanga (Montour Preserve pavilion refund) | Montour Preserve pavilion reservation fee (REFUND) | | 75.00 | | 41,283.23 |
| debit card | 4/18/19 | | | Cole's Hardware (chain, brooms, PineSol, Simple Green, bolts, chain connectors, brushes, batteries, buckets and threadlocker) | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 295.35 | | 40,987.88 |
| debit card | 4/18/19 | | | Cole's Hardware (cement) | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 13.32 | | 40,974.56 |
| debit card | 4/19/19 | | | Amazon.com (hand soap) | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 158.90 | | 40,815.66 |
| debit card | 4/19/19 | | | Amazon.com (urinal cakes, UV light bulbs, water filters) | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 168.84 | | 40,646.82 |
| debit card | 4/19/19 | | | Amazon.com (air sanitizer cartridges) | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 169.60 | | 40,477.22 |
| deposit | 4/23/19 | | | deposit | \$1,190 Montour Preserve pavilion reservations; \$1,143 Montour Preserve donations; \$350 unrestricted donations; \$150 Hess Recreation Area users' fee; \$250 Hess Recreation Area security deposit | | | 3,083.00 | 43,560.22 |
| debit card | 4/24/19 | | | Cole's Hardware (bolt cutters, cutting wheel and chain connectors) | Montour Preserve (maintenance / misc.) | DCNR Montour Preserve | 68.64 | | 43,491.58 |
| 6048 | 4/26/19 | | | Robert Stoudt (4/26 expense report - wooden stakes and MailChimp email service) | \$14.57 park maintenance tools & supplies; \$5.30 Humdinger (advertising); \$5.30 misc. expenses | | 25.17 | | 43,466.41 |
| 6049 | 4/26/19 | | | Susan Shultz, CPA (Q1 accounting and payroll processing) | accounting | | 355.00 | | 43,111.41 |
| automatic payment | 4/30/19 | | | US Treasury (Q1 taxes) | payroll taxes | | 82.83 | | 43,028.58 |
| automatic payment | 4/30/19 | | | PA UC Fund (Q1 taxes) | payroll taxes | | 518.33 | | 42,510.25 |
| automatic payment | 4/30/19 | | | Darville Area Earned Income (Q1 taxes) | payroll taxes | | 289.87 | | 42,220.38 |



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Statement Period: 03/01/2019-03/31/2019

Page 1 of 3

Summary of Accounts:

| | Ending Balance | YTD Dividend | Member Number: 584727 |
|--------------------------|------------------|--------------|-----------------------|
| Savings | | | |
| 01 - REGULAR SAVINGS | 38,083.40 | 18.79 | |
| 40 - CHECKING | 49,331.56 | 16.53 | |
| 41 - DCNR GRANT CHECKING | 3,301.65 | 0.15 | |
| 42 - DCED GRANT CHECKING | 0.00 | 0.00 | |
| Total | 90,716.61 | 35.47 | |

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

ID 01 REGULAR SAVINGS

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|---|---------|------------|-----------|
| Mar 1 | | Balance Forward | | | 45,199.79 |
| Mar 15 | | Withdrawal Home Banking Transfer To Share 41 bills paid 3/11 | | -163.26 | 45,036.53 |
| Mar 27 | | Withdrawal Home Banking Transfer To Share 41 bills paid 3/27 | | -2,413.57 | 42,622.96 |
| Mar 27 | | Withdrawal Home Banking Transfer To Share 40 grant-eligible expenses paid 2/22 - 3/28 | | -650.78 | 41,972.18 |
| Mar 27 | | Withdrawal Home Banking Transfer To Share 40 grant-eligible labor 2/17 - 3/16 | | -3,907.57 | 38,064.61 |
| Mar 31 | | Deposit Dividend Dividend Post | 18.79 | | 38,083.40 |
| Mar 31 | | Annual Percentage Yield Earned 0.150% from 01/01/2019 through 03/31/2019 On Average Daily Balance of 50,796.49 | | | |
| Mar 31 | | Ending Balance | | | 38,083.40 |
| | | Total Deposits 18.79 | | | |
| | | Total Withdrawals 7,135.18 | | | |

ID 40 CHECKING

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|--|-----------|------------|-----------|
| Mar 1 | | Balance Forward | | | 43,418.93 |
| Mar 1 | | Withdrawal Debit Card | | -47.80 | 43,371.33 |
| Mar 2 | | 2/28 GIANT 6262 DANVILLE PA | | -70.46 | 43,300.87 |
| Mar 2 | | Withdrawal Debit Card | | -70.46 | 43,300.87 |
| Mar 12 | | 2/28 COLES HARDWARE - DANVILLE DANVILLE PA | | | |
| Mar 12 | | Deposit | 10,825.00 | | 54,125.87 |
| Mar 13 | | Deposit by Check | 350.00 | | 54,475.87 |
| Mar 13 | | Draft 6021 | | -444.70 | 54,031.17 |
| Mar 13 | | Draft 6019 | | -1,015.60 | 53,015.57 |
| Mar 13 | | Draft 6018 | | -1,016.06 | 51,999.51 |
| Mar 13 | | Draft 6024 | | -1,133.61 | 50,865.90 |
| Mar 13 | | Draft 6023 | | -2,221.87 | 48,644.03 |
| Mar 14 | | Draft 6022 | | -256.13 | 48,387.90 |

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Member Number: 584727 **Statement Period:** 03/01/2019-03/31/2019

ID 40 CHECKING - Continued

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|--|----------|------------|------------------|
| Mar 15 | | Withdrawal ACH COMMWLTHOFPA INT TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT | | -143.52 | 48,244.38 |
| Mar 15 | | Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS | | -964.20 | 47,280.18 |
| Mar 15 | | Draft 6025 | | -351.15 | 46,929.03 |
| Mar 18 | | Draft 6020 | | -567.94 | 46,361.09 |
| Mar 22 | | Withdrawal Debit Card 3/21 LEZZER LUMBER - 5 PENNSDALE PA | | -102.59 | 46,258.50 |
| Mar 27 | | Certified Draft 000006035 for \$1,129.17 | | | |
| Mar 27 | | Deposit Home Banking Transfer From Share 01 grant-eligible expenses paid 2/22 - 3/28 | 650.78 | | 46,909.28 |
| Mar 27 | | Deposit Home Banking Transfer From Share 01 grant-eligible labor 2/17 - 3/16 | 3,907.57 | | 50,816.85 |
| Mar 28 | | Draft 6035 | | -1,129.17 | 49,687.68 |
| Mar 29 | | Withdrawal Debit Card 3/27 COLES HARDWARE - DANVILLE DANVILLE PA | | -120.11 | 49,567.57 |
| Mar 31 | | Withdrawal Debit Card 3/30 CLARKS AG CENTER TURBOTVILLE PA | | -241.90 | 49,325.67 |
| Mar 31 | | Deposit Dividend Dividend Post Annual Percentage Yield Earned 0.150% from 03/01/2019 through 03/31/2019 | 5.89 | | 49,331.56 |
| Mar 31 | | Ending Balance | | | 49,331.56 |
| | | Total Deposits 15,739.24 | | | |
| | | Total Withdrawals 9,826.61 | | | |

Drafts for 40 - CHECKING

| Date | Draft Number | Amount | Date | Draft Number | Amount | Date | Draft Number | Amount |
|--------|--------------|----------|--------|--------------|----------|--------|--------------|----------|
| Mar 13 | □ 6018 | 1,016.06 | Mar 13 | □ 6021 | 444.70 | Mar 13 | □ 6024 | 1,133.61 |
| Mar 13 | □ 6019 | 1,015.60 | Mar 14 | □ 6022 | 256.13 | Mar 15 | □ 6025 | 351.15 |
| Mar 18 | □ 6020 | 567.94 | Mar 13 | □ 6023 | 2,221.87 | Mar 28 | □ 6035* | 1,129.17 |

* denotes skipped sequence

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

ID 41 DCNR GRANT CHECKING

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|--|----------|------------|-----------------|
| Mar 1 | | Balance Forward | | | 3,177.67 |
| Mar 13 | | Draft 315 | | -5.30 | 3,172.37 |
| Mar 13 | | Draft 309 | | -349.96 | 2,822.41 |
| Mar 15 | | Deposit Home Banking Transfer From Share 01 bills paid 3/11 | 163.26 | | 2,985.67 |
| Mar 15 | | Draft 313 | | -32.14 | 2,953.53 |
| Mar 15 | | Draft 311 | | -44.14 | 2,909.39 |
| Mar 15 | | Draft 312 | | -743.14 | 2,166.25 |
| Mar 15 | | Draft 310 | | -1,278.25 | 888.00 |
| Mar 27 | | Deposit Home Banking Transfer From Share 01 bills paid 3/27 | 2,413.57 | | 3,301.57 |
| Mar 31 | | Deposit Dividend Dividend Post Annual Percentage Yield Earned 0.040% from 03/01/2019 through 03/31/2019 | 0.08 | | 3,301.65 |
| Mar 31 | | Ending Balance | | | 3,301.65 |
| | | Total Deposits 2,576.91 | | | |
| | | Total Withdrawals 2,452.93 | | | |

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Member Number: 584727 **Statement Period:** 03/01/2019-03/31/2019

Drafts for 41 - DCNR GRANT CHECKING

| Date | Draft Number | Amount | Date | Draft Number | Amount | Date | Draft Number | Amount |
|--------|------------------------------|----------|--------|------------------------------|--------|--------|-------------------------------|--------|
| Mar 13 | <input type="checkbox"/> 309 | 349.96 | Mar 15 | <input type="checkbox"/> 311 | 44.14 | Mar 15 | <input type="checkbox"/> 313 | 32.14 |
| Mar 15 | <input type="checkbox"/> 310 | 1,278.25 | Mar 15 | <input type="checkbox"/> 312 | 743.14 | Mar 13 | <input type="checkbox"/> 315* | 5.30 |

* denotes skipped sequence

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

ID 42 DCED GRANT CHECKING

| Trans | Eff Date | Transaction | Deposit | Withdrawal | Balance |
|--------|----------|-----------------|---------|------------|---------|
| Mar 1 | | Balance Forward | | | 0.00 |
| Mar 31 | | Ending Balance | | | 0.00 |

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

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MARC Account Reconciliation - Service 1st Accounts

updated 3/31/19

| | | |
|--|----|-----------|
| ending balance from 3/31/19 bank statement | \$ | 90,716.61 |
| deposits not yet posted (detailed below) | \$ | - |
| subtotal | \$ | 90,716.61 |
| withdrawals not yet cleared (detailed below) | \$ | 6,733.97 |
| calculated balance (should agree with actual combined balance) | \$ | 83,982.64 |
| balance (savings account ID01) | \$ | 38,083.40 |
| balance (checking account ID40) | \$ | 45,899.16 |
| balance (DCNR grant checking account ID41) | \$ | 0.08 |
| balance (DCED grant checking account ID42) | \$ | - |
| actual combined balance | \$ | 83,982.64 |
| difference | \$ | - |

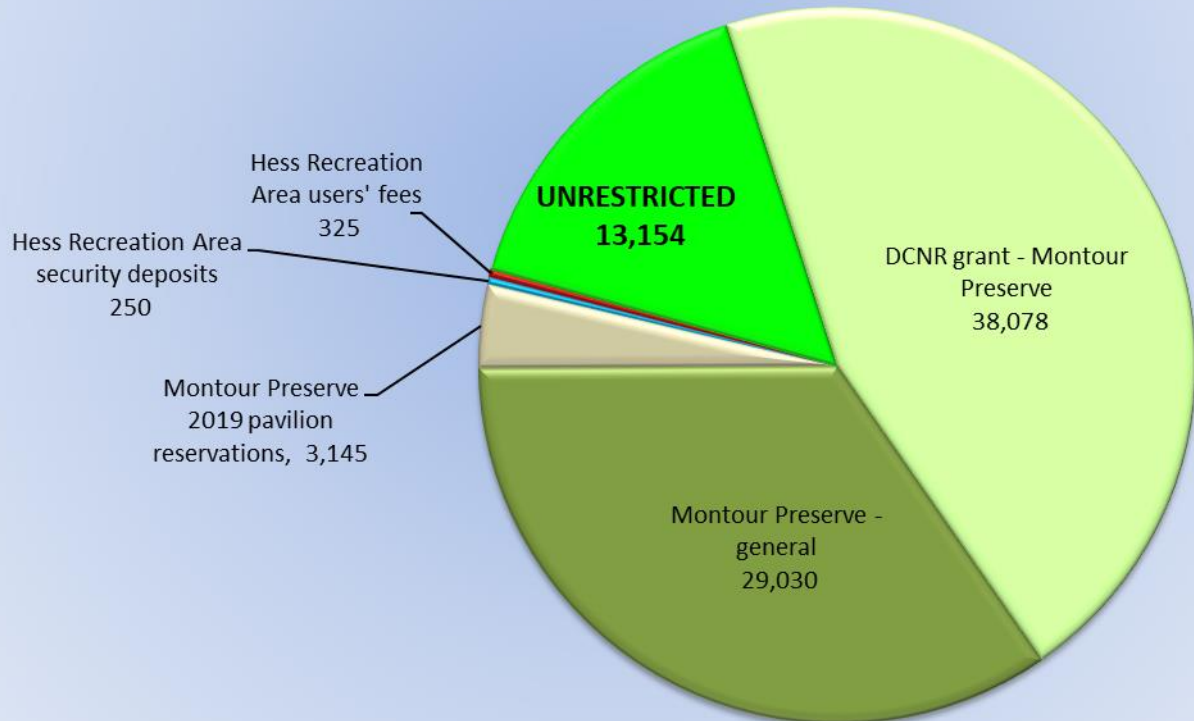
DEPOSITS NOT YET POSTED

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

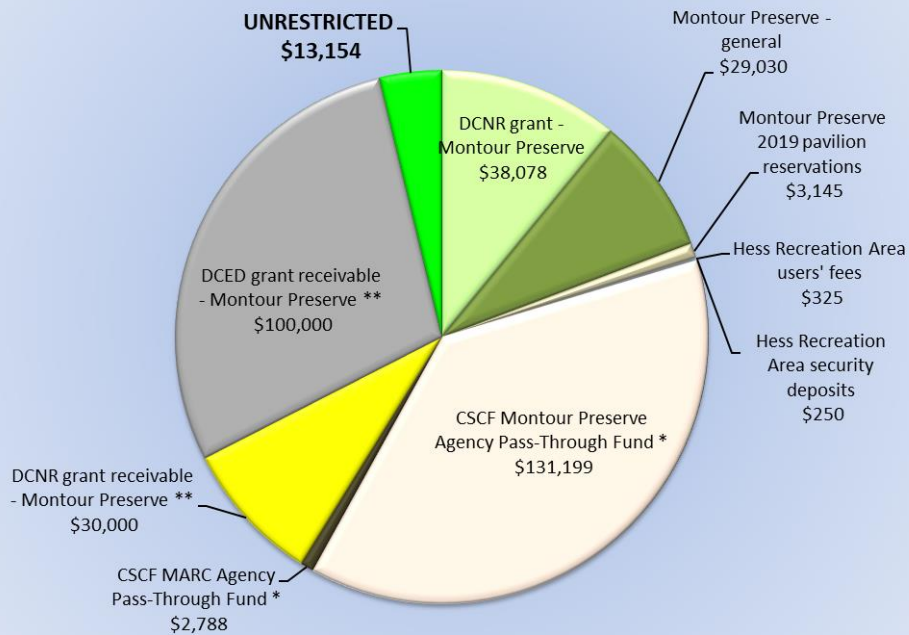
WITHDRAWALS NOT YET CLEARED

| TRANSACTION DATE | CHECK # | DESCRIPTION OF TRANSACTION | AMOUNT |
|------------------|---------|--|--------------|
| 03/11/19 | 6026 | US Postal Service (PO box annual fee) | 92.00 |
| 03/11/19 | 6027 | Starr Portables (porta-potty service for Humdinger) | 325.00 |
| 03/11/19 | 6028 | Falcon Race Timing (Humdinger timing) | 860.00 |
| 03/11/19 | 6029 | MePush, Inc. (MARC and Humdinger website hosting) | 66.00 |
| 03/11/19 | 6030 | Ted Heaps Container Service (trash removal) | 65.00 |
| 03/11/19 | 6031 | Columbia Montour Chamber of Commerce (annual dues) | 275.00 |
| 03/25/19 | 6032 | Dennis Piatt (payroll 3/3 - 3/16) | 450.93 |
| 03/25/19 | 6033 | Jon Beam (payroll 3/3 - 3/16) | 926.82 |
| 03/25/19 | 6034 | Lesley Yeich (payroll 3/3 - 3/16) | 229.87 |
| 03/27/19 | 6036 | Columbia-Montour Visitors Bureau (annual dues) | 99.00 |
| 03/27/19 | 6037 | Robert Stoudt (3/27 expense report - West Branch Rental (diesel fuel for rental generator for Humdinger); MailChimp (email service)) | 42.78 |
| 02/21/19 | 314 | Candy Fisher (cleaning 12/17/18 - 2/18/19) | 730.00 |
| 03/11/19 | 316 | MePush, Inc. (Montour Preserve website hosting) | 33.00 |
| 03/11/19 | 317 | Ted Heaps Container Service (trash removal) | 125.00 |
| 03/27/19 | 318 | PPL Electric Utilities (electricity) | 915.92 |
| 03/27/19 | 319 | PPL Electric Utilities (electricity) | 41.08 |
| 03/27/19 | 320 | PPL Electric Utilities (electricity) | 568.39 |
| 03/27/19 | 321 | PPL Electric Utilities (electricity) | 31.55 |
| 03/27/19 | 322 | Verizon (telephone) | 112.47 |
| 03/28/19 | 323 | Robert Stoudt (3/28 expense report - Clarks' Ag Center (rake handle); HughesNet (internet service); Best Line Equipment (clutch and belt for Bobcat); MailChimp (email service)) | 744.16 |
| | | | TOTAL |
| | | | \$ 6,733.97 |

MARC FUNDS EARMARKS AS OF 3/31/19
COMBINED ACCOUNT BALANCE: \$83,983
(INCLUDES SAVINGS, GRANT CHECKING AND CHECKING ACCOUNTS;
(EXCLUDES CSCF FUNDS AND GRANTS RECEIVABLE)



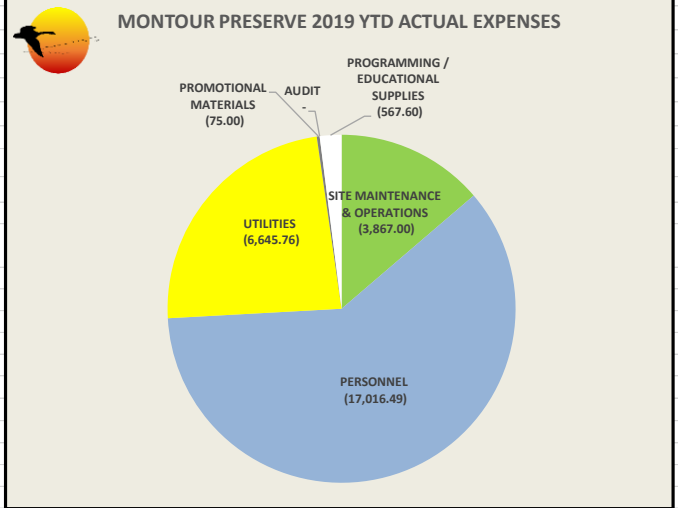
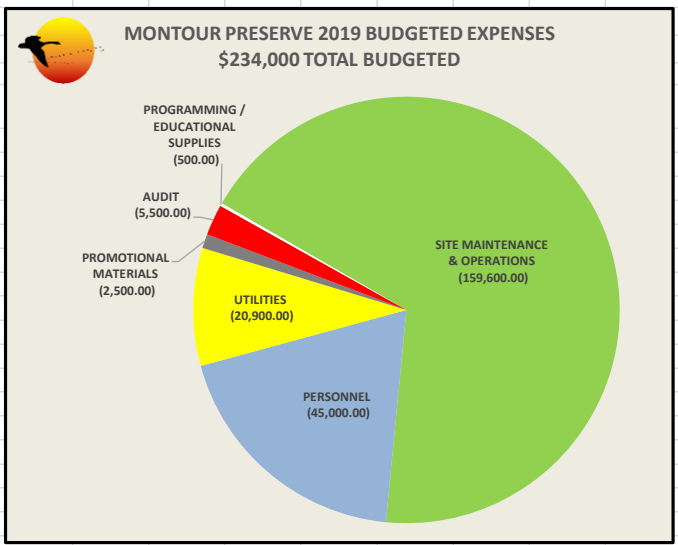
MARC TOTAL ASSETS AS OF 3/31/19
COMBINED VALUE: \$347,970



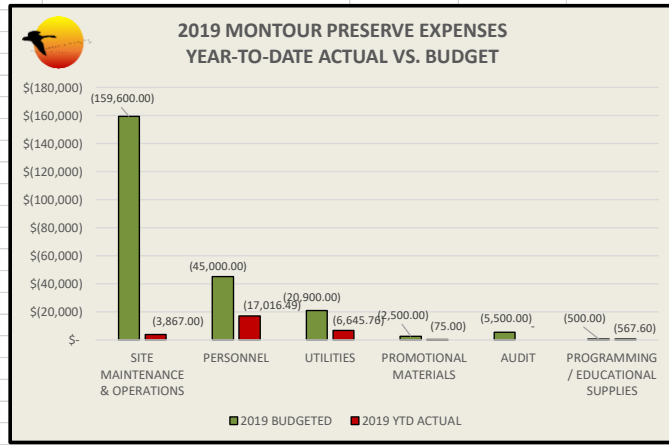
MARC TOTAL ASSETS AS OF 3/31/19
COMBINED VALUE: \$347,970



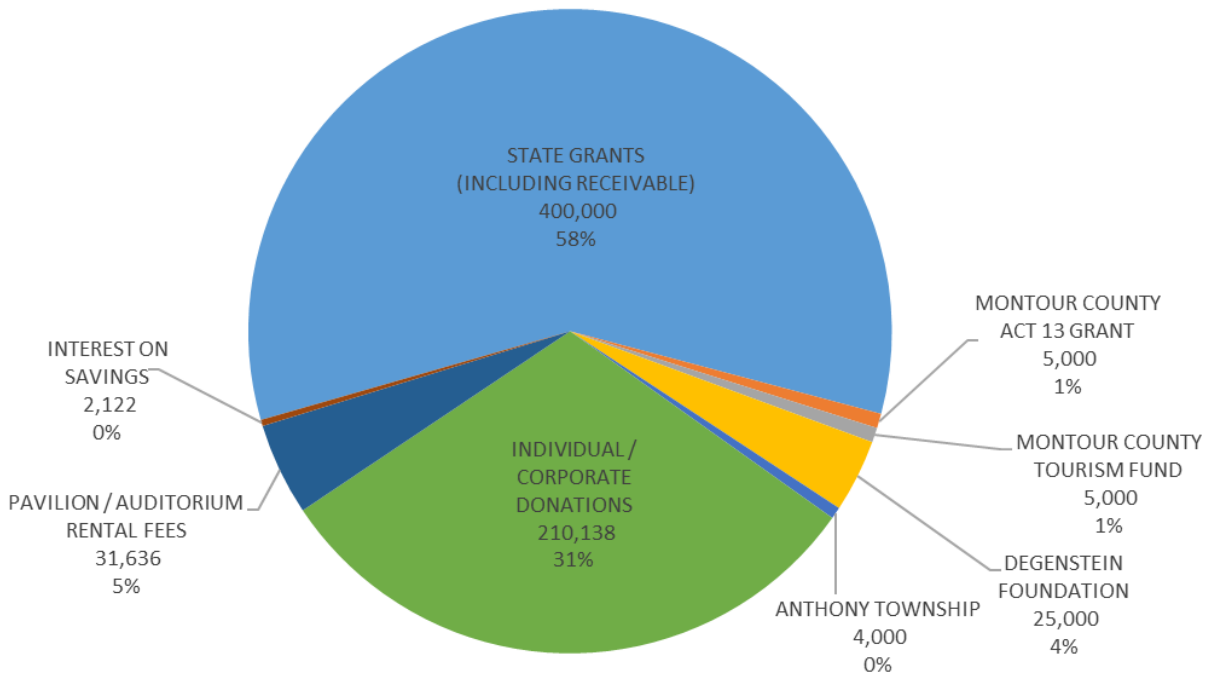
| MONTOUR PRESERVE 2019 BUDGET | | | |
|--|-----------------------|-----------------------|----------------------|
| YTD INFO UPDATED 3/31/19 | | | |
| BUDGET ADOPTED 11/19/18 (CONTINGENT UPON RECEIPT OF GRANT FUNDS) | | | |
| EXPENSE | 2018 ACTUAL | 2019 BUDGETED | 2019 YTD ACTUAL |
| personnel | (44,759.03) | (45,000.00) | (17,016.49) |
| SITE MAINTENANCE & OPERATIONS | | | |
| cleaning service | (4,000.00) | (4,500.00) | (730.00) |
| HVAC system maintenance | (1,700.00) | - | - |
| HVAC system replacement | - | (60,000.00) | - |
| visitors' center roof repair | - | (10,000.00) | - |
| lawn care | (10,875.00) | (17,500.00) | - |
| parking lot / road maintenance | - | (5,000.00) | - |
| security system | (1,263.84) | (1,500.00) | (200.32) |
| sewage pumping | (955.00) | (1,300.00) | - |
| snow plowing | - | (1,500.00) | - |
| supplies / misc. | (29,668.11) | (20,000.00) | (2,936.68) |
| utility vehicle purchase | - | (35,000.00) | - |
| water testing | (562.00) | (800.00) | - |
| wildlife management | (2,077.96) | (2,500.00) | - |
| UTILITIES | | | |
| electric | (14,713.72) | (15,000.00) | (5,312.50) |
| internet service | (1,918.54) | (2,000.00) | (516.99) |
| telephone | (1,252.39) | (1,300.00) | (326.37) |
| trash service | (1,565.00) | (2,000.00) | (375.00) |
| website hosting / email service | (458.56) | (600.00) | (114.90) |
| promotional materials | (1,078.10) | (2,500.00) | (75.00) |
| programming & educational supplies | (98.02) | (500.00) | (567.60) |
| audit (three-year) | - | (5,500.00) | - |
| EXPENSE TOTAL | \$(116,945.27) | \$(234,000.00) | \$(28,171.85) |



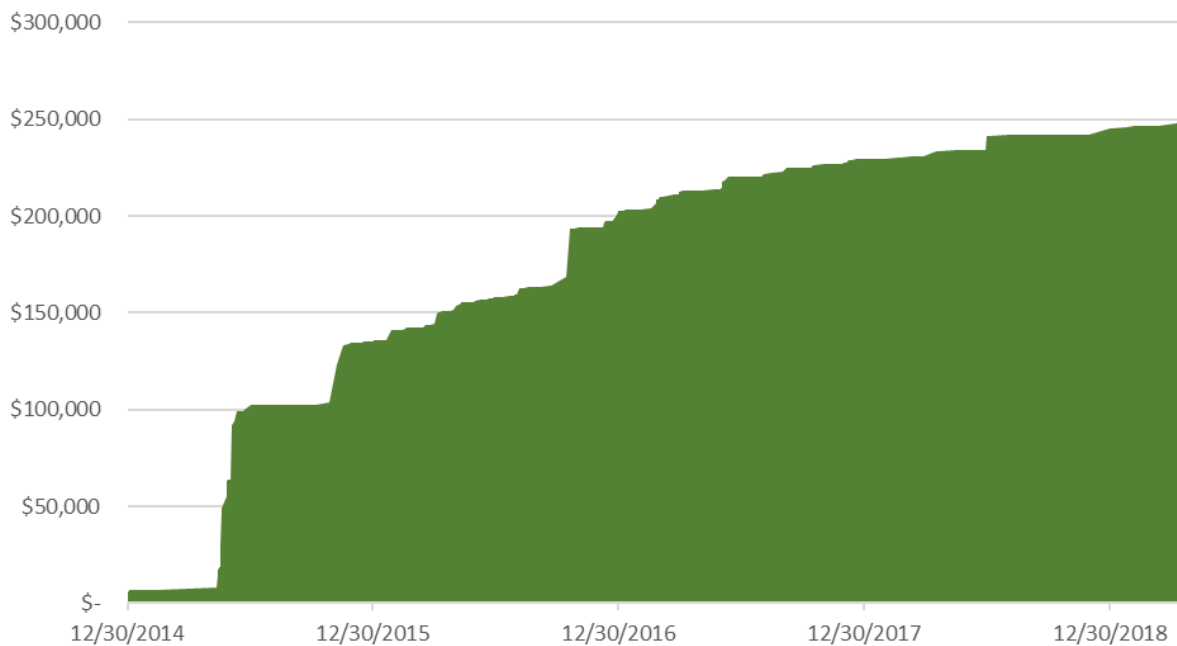
| MONTOUR PRESERVE BUDGETING VS. ACTUAL EXPENSES | | | |
|--|-----------------------|-----------------------|----------------------|
| EXPENSE | 2018 ACTUAL | 2019 BUDGETED | 2019 YTD ACTUAL |
| SITE MAINTENANCE & OPERATIONS | (51,101.91) | (159,600.00) | (3,867.00) |
| PERSONNEL | (44,759.03) | (45,000.00) | (17,016.49) |
| UTILITIES | (19,908.21) | (20,900.00) | (6,645.76) |
| PROMOTIONAL MATERIALS | (1,078.10) | (2,500.00) | (75.00) |
| AUDIT | - | (5,500.00) | - |
| PROGRAMMING / EDUCATIONAL SUPPLIES | (98.02) | (500.00) | (567.60) |
| EXPENSE TOTAL | \$(116,945.27) | \$(234,000.00) | \$(28,171.85) |



**MONTOUR PRESERVE INCOME SUMMARY
(\$682,896 AS OF 4/26/19)**



**MONTOUR PRESERVE DONATIONS SUMMARY
12/30/2014 - 4/23/2019
(\$249,138 TOTAL DONATIONS)**

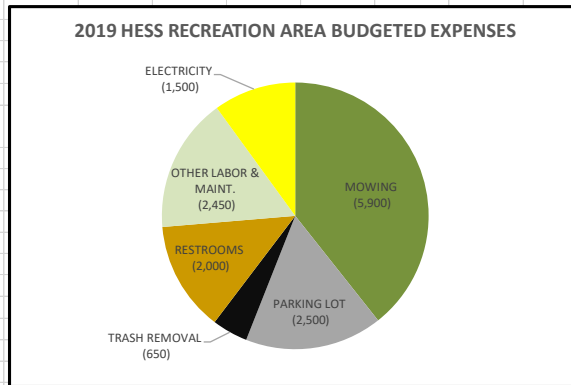


MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2019 BUDGETS

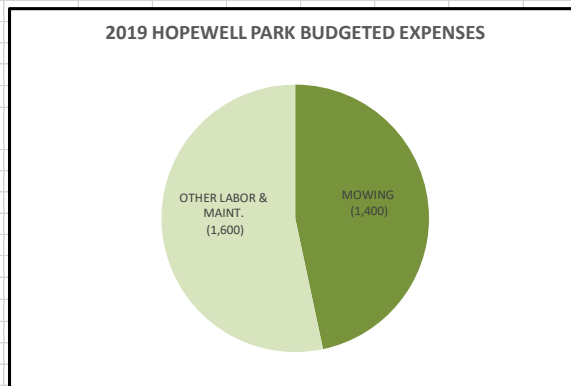
BUDGET ADOPTED 11/19/18

YEAR-TO-DATE INFORMATION UPDATED 3/31/19

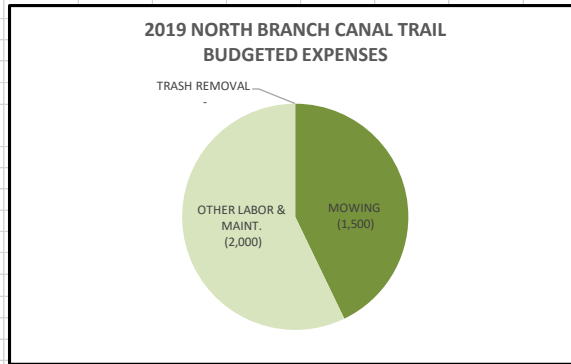
| HESS RECREATION AREA 2019 BUDGET | | | |
|----------------------------------|-----------------|-----------------|-------------------|
| EXPENSE | 2018 ACTUAL | 2019 BUDGETED | 2019 YTD ACTUAL |
| MOWING | (4,999) | (5,900) | - |
| PARKING LOT | (2,812) | (2,500) | - |
| TRASH REMOVAL | (599) | (650) | (195.00) |
| RESTROOMS | (1,817) | (2,000) | (260.72) |
| OTHER LABOR & MAINT. | (2,248) | (2,450) | (173.81) |
| ELECTRICITY | (1,431) | (1,500) | (402.20) |
| TOTAL | (13,906) | (15,000) | (1,031.74) |



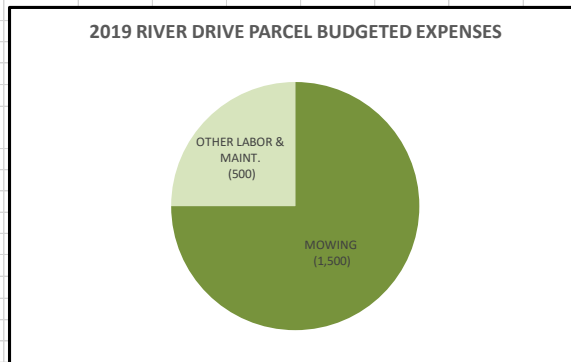
| HOPEWELL PARK 2019 BUDGET | | | |
|---------------------------|----------------|----------------|-----------------|
| EXPENSE | 2018 ACTUAL | 2019 BUDGETED | 2019 YTD ACTUAL |
| MOWING | (1,000) | (1,400) | - |
| OTHER LABOR & MAINT. | (142) | (1,600) | (285.83) |
| TOTAL | (1,142) | (3,000) | (285.83) |



| NORTH BRANCH CANAL TRAIL 2019 BUDGET | | | |
|--------------------------------------|----------------|----------------|-----------------|
| EXPENSE | 2018 ACTUAL | 2019 BUDGETED | 2019 YTD ACTUAL |
| MOWING | (750) | (1,500) | - |
| OTHER LABOR & MAINT. | (1,626) | (2,000) | (54.26) |
| TRASH REMOVAL | (605) | - | - |
| TOTAL | (2,981) | (3,500) | (54.26) |



| RIVER DRIVE PARCEL 2019 BUDGET | | | |
|--------------------------------|----------------|----------------|-----------------|
| EXPENSE | 2018 ACTUAL | 2019 BUDGETED | 2019 YTD ACTUAL |
| MOWING | (1,100) | (1,500) | - |
| OTHER LABOR & MAINT. | (222) | (500) | (5.96) |
| TOTAL | (1,322) | (2,000) | (5.96) |





2019 MARC BUDGET

ADOPTED 11/19/18; YEAR-TO-DATE INFORMATION UPDATED 3/31/19
 MINIMUM FUNDING REQUIREMENTS (DEFERRAL OF ALL NON-ESSENTIAL MAINTENANCE)
 NOTE: MONTOUR PRESERVE ACCOUNTING IS KEPT SEPARATE FROM OTHER ACCOUNTING

| EXPENSE | BUDGETED AMOUNT | YEAR-TO-DATE ACTUAL | YEAR-TO-DATE ACTUAL VS. BUDGET | FUNDING SOURCES | BUDGETED AMOUNT | YEAR-TO-DATE ACTUAL | YEAR-TO-DATE ACTUAL VS. BUDGET | BUDGETED LINE ITEM SURPLUS / (DEFICIT) | YEAR-TO-DATE ACTUAL LINE ITEM SURPLUS / (DEFICIT) |
|--|------------------------|-----------------------|--------------------------------|---|----------------------|----------------------|--------------------------------|--|---|
| Montour Preserve | \$ (234,000.00) | \$ (28,171.85) | 12.0% | | \$ 90,000.00 | \$ 60,176.25 | 66.9% | | \$ 67,108.80 |
| | | | | DCNR grant funding | \$ 90,000.00 | \$ - | 0.0% | | |
| | | | | DCEC grant funding | \$ 12,000.00 | \$ 200.00 | 1.7% | | |
| | | | | pavilion / auditorium reservations | \$ 5,000.00 | \$ 2,570.95 | 51.4% | | |
| | | | | donations | \$ 22,000.00 | \$ - | 0.0% | | |
| | | | | transfer from Central Susquehanna Community Foundation Fund | \$ 15,000.00 | \$ 32,333.45 | 215.6% | | |
| | | | | carryover balance from 2018 | \$ 234,000.00 | \$ 95,280.65 | 40.7% | | |
| MONTOUR PRESERVE TOTAL EXPENSES | \$ (234,000.00) | \$ (28,171.85) | 12.0% | MONTOUR PRESERVE TOTAL INCOME | \$ 1,000.00 | \$ 425.00 | 42.5% | \$ (14,000.00) | \$ (606.74) |
| Hess Recreation Area | \$ (15,000.00) | \$ (1,031.74) | 6.9% | user fees [1,000], donations [0] | \$ 1,500.00 | \$ - | 0.0% | | |
| North Branch Canal Trail (Montour Co. portion) | \$ (3,500.00) | \$ (54.26) | 1.6% | donations [0] | \$ 1,500.00 | \$ - | 0.0% | | |
| Columbia County Projects (incl. NBCT, Montour Twp. parcel) | \$ (3,000.00) | \$ (285.83) | 9.5% | Columbia County donations [0] | | | | | |
| Hopewell Park/Borough Farm Trails | \$ (2,000.00) | \$ (5.96) | 0.3% | donations [0] | | | | | |
| River Drive parcel (NBCT parking) | \$ (2,000.00) | \$ (522.33) | 26.1% | donations [0] | | | | | |
| tools & supplies | \$ (9,000.00) | \$ - | 0.0% | grant | \$ 9,000.00 | \$ - | 0.0% | | |
| ATV purchase | \$ (4,000.00) | \$ - | 0.0% | Montour County Commissioners' Tourism Fund grant | \$ 3,000.00 | \$ - | 0.0% | | |
| trail signage project (Phase II) | \$ (12,800.00) | \$ (11,439.88) | 89.4% | race registration fees | \$ 14,500.00 | \$ 11,021.80 | 76.0% | | |
| Humdinger Trail Races | \$ (1,300.00) | \$ (777.41) | 59.8% | donations | | | | | |
| other special projects & events | \$ (18,000.00) | \$ (6,864.57) | 38.1% | | | | | | |
| admin / misc. other (includes Stouidt admin labor) | \$ (14,000.00) | \$ - | 0.0% | | | | | | |
| insurance (D&O, General & Workers' Comp) | \$ (1,800.00) | \$ (385.00) | 21.4% | | | | | | |
| accounting | \$ (1,000.00) | \$ (196.00) | 19.6% | | | | | | |
| office supplies | \$ (1,300.00) | \$ (731.50) | 56.3% | | | | | | |
| dues & fees | \$ (1,800.00) | \$ (259.85) | 14.4% | | | | | | |
| public notices | | | | | | | | | |
| | | | | Montour Co. Act 13 funding | \$ 25,000.00 | \$ 5,000.00 | 20.0% | | |
| | | | | transfer from Central Susquehanna Community Foundation Fund | \$ - | \$ - | | | |
| | | | | carryover balance from 2018 | \$ 5,000.00 | \$ 9,948.46 | 199.0% | | |
| | | | | unrestricted donations | \$ 33,000.00 | \$ 875.00 | 2.7% | | |
| TOTAL EXPENSES (EXCLUDING MONTOUR PRESERVE) | \$ (92,000.00) | \$ (22,554.32) | 24.5% | TOTAL REVENUES (EXCLUDING MONTOUR PRESERVE) | \$ 92,000.00 | \$ 27,270.26 | 29.6% | \$ - | \$ 4,715.94 |
| MONTOUR PRESERVE TOTAL EXPENSES | \$ (234,000.00) | \$ (28,171.85) | 12.0% | MONTOUR PRESERVE TOTAL INCOME | \$ 234,000.00 | \$ 95,280.65 | 40.7% | \$ - | \$ 67,108.80 |
| GRAND TOTAL EXPENSES | \$ (626,000.00) | \$ (50,726.17) | 15.6% | GRAND TOTAL INCOME | \$ 326,000.00 | \$ 122,550.91 | 37.6% | \$ - | \$ 71,824.74 |

ACCOUNTING REPORT DISCLAIMER

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

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

8:04 AM

03/17/19

Accrual Basis

Montour Area Recreation Commission
Statement of Financial Position
 As of February 28, 2019

| | <u>Feb 28, 19</u> |
|--|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Service 1st - Savings | 45,199.79 |
| Service 1st -Grant Checking | -5.26 |
| Service 1st FCU | <u>41,269.21</u> |
| Total Checking/Savings | 86,463.74 |
| Other Current Assets | |
| Grants Receivable | |
| DCED Preserve Grant | 100,000.00 |
| DCNR Grant | <u>30,000.00</u> |
| Total Grants Receivable | 130,000.00 |
| Prepaid Expenses | |
| Payroll & Taxes | 823.34 |
| Prepaid Expenses - Other | <u>5,908.45</u> |
| Total Prepaid Expenses | 6,731.79 |
| Total Other Current Assets | <u>136,731.79</u> |
| Total Current Assets | 223,195.53 |
| Other Assets | |
| CSCF - Trusted Funds | |
| Montour Preserve Fund | 131,199.06 |
| CSCF - Trusted Funds - Other | <u>2,788.13</u> |
| Total CSCF - Trusted Funds | 133,987.19 |
| Total Other Assets | <u>133,987.19</u> |
| TOTAL ASSETS | <u><u>357,182.72</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Advance Payments Receivac | |
| Hess Field User Fees | 25.00 |
| Preserve Reservations | 2,635.00 |
| Race Registrations | <u>6,170.00</u> |
| Total Advance Payments Receivac | 8,830.00 |
| Conditional Contributions | |
| CSCF-Preserve Donations & Int | 32,298.78 |
| DCED Preserve Funds | 100,000.00 |
| DCNR Montour Preserve | 70,614.04 |
| Preserve Donations & Income | <u>39,043.29</u> |
| Total Conditional Contributions | 241,956.11 |
| Payroll Liabilities | 1,595.17 |
| Total Other Current Liabilities | <u>252,381.28</u> |
| Total Current Liabilities | 252,381.28 |
| Total Liabilities | 252,381.28 |
| Equity | |
| Retained Earnings | 109,415.44 |
| Net Income | <u>-4,614.00</u> |
| Total Equity | <u>104,801.44</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>357,182.72</u></u> |

No Assurance Provided

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8:04 AM

03/17/19

Accrual Basis

Montour Area Recreation Commission
Statement of Financial Activities
February 2019

| | Feb 19 | Jan - Feb 19 |
|----------------------------------|-----------|--------------|
| Ordinary Income/Expense | | |
| Income | | |
| Donations Received | | |
| Montour Preserve Donations | 75.00 | 75.00 |
| Donations Received - Other | 975.00 | 975.00 |
| Total Donations Received | 1,050.00 | 1,050.00 |
| Grants | | |
| County Tourism -RTRS-2018 | 6.80 | 6.80 |
| DCNR Montour Preserve | 7,872.60 | 15,433.08 |
| Total Grants | 7,872.60 | 15,439.89 |
| Total Income | 8,922.60 | 16,489.89 |
| Gross Profit | 8,922.60 | 16,489.89 |
| Expense | | |
| Administrative/Overhead | | |
| Dues & Subscriptions | 0.00 | 357.50 |
| Legal Notices | 0.00 | 259.85 |
| Miscellaneous | 43.60 | 564.60 |
| Office Expense | 33.00 | 104.00 |
| Payroll Expense | 5,176.96 | 10,494.71 |
| Professional Fees | 0.00 | 395.00 |
| Total Administrative/Overhead | 5,253.56 | 12,165.66 |
| Montour Preserve | 4,416.96 | 8,361.09 |
| Park & Trail Maintenance | | |
| Hess Recreation Area | 118.05 | 181.05 |
| Park & Trail Maintenance - Other | 214.53 | 280.43 |
| Total Park & Trail Maintenance | 330.58 | 461.48 |
| Projects | | |
| Special Projects | 119.57 | 119.57 |
| Total Projects | 119.57 | 119.57 |
| Special Events | | |
| RTRS | 0.00 | 6.80 |
| Total Special Events | 0.00 | 6.80 |
| Total Expense | 10,120.67 | 21,114.60 |
| Net Ordinary Income | -1,198.07 | -4,624.71 |
| Other Income/Expense | | |
| Other Income | | |
| Interest Income | | |
| Grant Interest Earned | 0.04 | 0.07 |
| Interest Income - Other | 5.01 | 10.64 |
| Total Interest Income | 5.05 | 10.71 |
| Total Other Income | 5.05 | 10.71 |
| Net Other Income | 5.05 | 10.71 |
| Net Income | -1,193.02 | -4,614.00 |

No Assurance Provided

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9:11 PM

04/20/19

Accrual Basis

Montour Area Recreation Commission
Statement of Financial Position
 As of March 31, 2019

| | Mar 31, 19 |
|--|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Service 1st - Savings | 38,063.40 |
| Service 1st -Grant Checking | 0.08 |
| Service 1st FCU | 45,899.16 |
| Total Checking/Savings | 83,962.64 |
| Other Current Assets | |
| Grants Receivable | |
| DCED Preserve Grant | 100,000.00 |
| DCNR Grant | 30,000.00 |
| Total Grants Receivable | 130,000.00 |
| Total Other Current Assets | 130,000.00 |
| Total Current Assets | 213,962.64 |
| Other Assets | |
| CSCF - Trusted Funds | |
| Montour Preserve Fund | 131,199.06 |
| CSCF - Trusted Funds - Other | 2,788.13 |
| Total CSCF - Trusted Funds | 133,987.19 |
| Total Other Assets | 133,987.19 |
| TOTAL ASSETS | 347,969.83 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Advance Payments Received | |
| Hees Field User Fees | 325.00 |
| Preserve Reservations | 3,145.00 |
| Total Advance Payments Received | 3,470.00 |
| Conditional Contributions | |
| CSCF-Preserve Donations & Int | 32,298.78 |
| DCED Preserve Funds | 100,000.00 |
| DCNR Montour Preserve | 63,880.95 |
| Preserve Donations & Income | 39,313.29 |
| Total Conditional Contributions | 235,493.02 |
| Payroll Liabilities | 2,846.86 |
| Security Deposits Held | |
| Hees Field Security Deposit | 250.00 |
| Total Security Deposits Held | 250.00 |
| Total Other Current Liabilities | 242,059.88 |
| Total Current Liabilities | 242,059.88 |
| Total Liabilities | 242,059.88 |
| Equity | |
| Retained Earnings | 109,415.44 |
| Net Income | -3,505.49 |
| Total Equity | 105,909.95 |
| TOTAL LIABILITIES & EQUITY | 347,969.83 |

No Assurance Provided

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9:10 PM

04/20/19

Accrual Basis

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

March 2019

| | Mar 19 | Jan - Mar 19 |
|---|-----------------|------------------|
| Ordinary Income/Expense | | |
| Income | | |
| Donations Received | | |
| Montour Preserve Donations | 0.00 | 75.00 |
| Donations Received - Other | 0.00 | 975.00 |
| Total Donations Received | 0.00 | 1,050.00 |
| Grants | | |
| County Tourtem -RTRS-2018 | 0.00 | 6.80 |
| DCNR Montour Preserve | 6,733.09 | 22,166.18 |
| Montour Co Act 13 Grant | 5,000.00 | 5,000.00 |
| Total Grants | 11,733.09 | 27,172.98 |
| River Town Race Series | 11,015.00 | 11,015.00 |
| Total Income | 22,748.09 | 39,237.98 |
| Gross Profit | 22,748.09 | 39,237.98 |
| Expense | | |
| Administrative/Overhead | | |
| Dues & Subscriptions | 374.00 | 731.50 |
| Legal Notices | 0.00 | 259.85 |
| Miscellaneous | 38.30 | 602.90 |
| Office Expense | 92.00 | 196.00 |
| Payroll Expenses | 8,586.84 | 19,081.55 |
| Professional Fees | 0.00 | 365.00 |
| Total Administrative/Overhead | 9,091.14 | 21,256.80 |
| Montour Preserve | 2,794.27 | 11,155.36 |
| Park & Trail Maintenance | | |
| Hees Recreation Area | 416.15 | 597.20 |
| Park & Trail Maintenance - Other | 241.90 | 522.33 |
| Total Park & Trail Maintenance | 658.05 | 1,119.53 |
| Projects | | |
| Special Projects | 0.00 | 119.57 |
| Total Projects | 0.00 | 119.57 |
| Special Events | | |
| RTRS | 9,120.88 | 9,127.68 |
| Total Special Events | 9,120.88 | 9,127.68 |
| Total Expense | 21,664.34 | 42,778.94 |
| Net Ordinary Income | 1,083.75 | -3,540.96 |
| Other Income/Expense | | |
| Other Income | | |
| Interest Income | | |
| Grant Interest Earned | 18.87 | 18.94 |
| Interest Income - Other | 5.89 | 16.53 |
| Total Interest Income | 24.76 | 35.47 |
| Total Other Income | 24.76 | 35.47 |
| Net Other Income | 24.76 | 35.47 |
| Net Income | <u>1,108.51</u> | <u>-3,505.49</u> |

No Assurance Provided

Page 1

ASSISTANT DIRECTOR'S REPORT

In the past month the assistant director has cleaned up from maple sugaring, started teaching the PA Master Naturalist course and offered an educational program to a visiting school group and another for the Selinsgrove Rotary Club. He also offered two public programs and hosted the monthly meeting of the Chillisquaque Limestone Watershed Association.

Jon Beam
4/22/19

MAINTENANCE TECHNICIAN'S REPORT

put new clutch and belt on bobcat

Bob and I put bear signs up, patrolled Chilisaugi trail, installed new mail box post, removed large dead ash trees at Fossil Pit gate and also on trail near fishing pier

Lesley and I fixed ruts in lawn at Sunset Point

I took down ice rescue bars, cleaned out charcoal pits and checked electric in all of the pavillions

Bob and I went through procedure to turn on water at picnic areas and rest rooms

Dennis Piatt

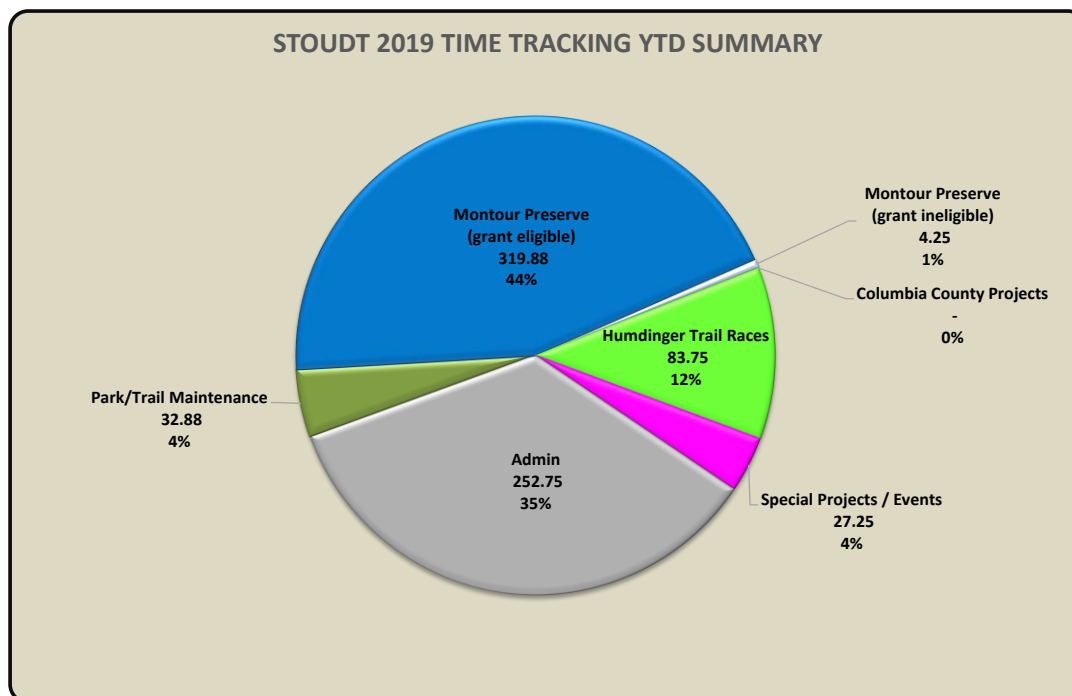
PTMT
Dennis Piatt
4/22/19

DIRECTOR'S REPORT

| 2019 STOUTD TIME ACCOUNTING YEAR-TO-DATE SUMMARY | | | | | | | |
|--|------------------------------------|----------------|----------------------------|-------------------------------------|----------------|-------------------------|--------------------------|
| 2019 PAY RATE \$22.00/hr | | | | | | | |
| TASK | WAGES UP TO PA UC TAX CAP (455HRS) | | | WAGES AFTER PA UC TAX CAP (>455HRS) | | | TOTAL PROJECT LABOR COST |
| | HOURS | OVERTIME HOURS | COST W/ TAXES (\$24.48/HR) | HOURS | OVERTIME HOURS | COST W/ TAXES (\$23.82) | |
| MARC admin | 167.50 | | \$ 4,100.40 | 83.75 | 3.00 | \$ 2,030.66 | \$ 6,131.06 |
| special projects / events | 13.25 | | \$ 324.36 | 14.00 | | \$ 333.48 | \$ 657.84 |
| Hess Recreation Area | 8.75 | | \$ 214.20 | 9.75 | | \$ 232.25 | \$ 446.45 |
| Hopewell Park / Danville Farm Trails | 4.50 | | \$ 110.16 | 7.00 | 0.75 | \$ 175.67 | \$ 285.83 |
| North Branch Canal Trail | 1.00 | | \$ 24.48 | 1.25 | | \$ 29.78 | \$ 54.26 |
| River Drive trailhead / river access | - | | \$ - | 0.25 | | \$ 5.96 | \$ 5.96 |
| Montour Preserve admin / maintenance | 180.25 | 2.50 | \$ 4,443.12 | 126.50 | 4.75 | \$ 3,069.80 | \$ 7,512.92 |
| Montour Preserve programming | 8.50 | 2.00 | \$ 232.56 | - | | \$ - | \$ 232.56 |
| Montour Preserve DCNR grant admin | 1.25 | | \$ 30.60 | - | | \$ - | \$ 30.60 |
| Montour Preserve DCED grant admin | 2.75 | | \$ 67.32 | 0.25 | | \$ 5.96 | \$ 73.28 |
| Columbia County projects | - | | \$ - | - | | \$ - | \$ - |
| Humdinger Trail Races | 67.25 | 28.50 | \$ 1,995.12 | 2.25 | | \$ 53.60 | \$ 2,048.72 |
| TOTALS | 455.00 | 33.00 | \$ 11,542.32 | 245.00 | 8.50 | \$ 5,937.14 | \$ 17,479.46 |

| 2018 STOUTD TIME ACCOUNTING (GROUPED BY CATEGORY) YEAR-TO-DATE SUMMARY | | |
|---|---------------|---------------------|
| TASK | HOURS | COST W/ TAXES |
| Admin | 252.75 | \$ 6,131.06 |
| Park/Trail Maintenance | 32.88 | \$ 792.49 |
| Montour Preserve (grant eligible) | 319.88 | \$ 7,745.48 |
| Montour Preserve (grant ineligible) | 4.25 | \$ 103.88 |
| Columbia County Projects | - | \$ - |
| Humdinger Trail Races | 83.75 | \$ 2,048.72 |
| Special Projects / Events | 27.25 | \$ 657.84 |
| 2019 YTD TOTALS | 720.75 | \$ 17,479.46 |

0456



DIRECTOR'S REPORT (continued)

GRANTS

- **DCNR 'Heritage and Other Parks' Grant (Montour Preserve)**
 - Initial \$100,000 grant has been twice amended to a total of \$300,000 and extended through 6/30/2019
 - \$35,956.99 remains earmarked in MARC's savings account as of 4/26
 - \$30,000 (10% of total grant amount) will remain held by DCNR until the successful completion of the performance audit at the end of the grant term
 - Stoudt will request a 6-month extension of the grant from 6/30/19 until 12/31/19

- **DCED Marketing to Attract Tourists Grant (Montour Preserve)**
 - MARC on 4/15 received and deposited to a dedicated checking account the \$100,000 grant disbursement
 - Stoudt has contacted Brewer & Associates to begin preparing for the required grant performance audit
 - Stoudt has contacted PIRMA to update MARC's insurance coverage to acquire fidelity bonding for employee theft; application is in progress

- **Montour County 2019 Act 13 (Marcellus Legacy Fund) Grant (NO CHANGE SINCE LAST MEETING)**
 - Stoudt on 2/6/19 submitted a request for \$25,000 in grant funding from Montour County's Act 13 (Marcellus Legacy Fund) for MARC's 2019 general operations
 - \$5,000 received and deposited by MARC on 3/12
 - \$20,000 balance anticipated in July, subject to the County's receipt of the funds from the Commonwealth of PA

- **Auxiliary at Geisinger Medical Center 2019 Grant Program**
 - Stoudt's application has been rejected as "outside of our funding guidelines"

DIRECTOR'S REPORT (continued)

MANAGED SITES

- **River Drive parcel (North Branch Canal Trail trailhead and river access)**
 - No change since last meeting

- **Montour Township (Columbia County) Legion Road parcel**
 - No change since last meeting

- **Riverside Borough river access**
 - No change since last meeting

- **Hopewell Park / Danville Borough Farm**
 - Three new vandalism/break-in/theft incidents have been documented at the pig barn
 - A vandalism / break-in incident occurred on March 23
 - Stoudt's trail cameras recorded audio and video evidence which has been provided to Mahoning Township Police
 - six juveniles have been identified and MARC is seeking restitution for damages
 - \$28.97 spent for plywood and screws to cover the newly broken windows; Stoudt worked 5.25 hours to investigate and repair the damages, at a cost to MARC of \$125.06; in all, the incident cost MARC \$154.03
 - Another attempted break-in and theft was recorded on April 17
 - Stoudt is working to identify the suspect and has provided evidence to law enforcement
 - Another break-in and vandalism was recorded on April 18
 - three juveniles are seen breaking into the building and removing a rope and carabiner which are then used to force open and break one of the windows
 - Stoudt is working to identify the suspects and has provided evidence to law enforcement
 - Stoudt has consulted with Danville Borough officials and will fabricate and install new 'Do Not Enter' signage at the main entrance points to the property
 - Numerous trees came down across trails at the site during the April 14/15 storm event
 - volunteers from the Central Susquehanna Hammers mountain bike team and others have cleared all known obstructions
 - Per the terms of the Memorandum of Understanding which governs MARC's operation of the site, trails will be closed on Saturdays from April 27 – May 31 during the spring turkey hunting season
 - Trails remain open Sundays through Fridays

DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

• North Branch Canal Trail

- Trail Steward Wayne Kashner continues to monitor and maintain the trail, clearing numerous fallen trees and other issues caused by the April 14/15 storm event
- Wayne reports other maintenance concerns that will need to be addressed when water levels have gone down and the trail has dried out enough to allow better equipment access



• Hess Recreation Area

- Stoudt worked with volunteers (Andrew Buzzini; Ben and Brian Stoudt; Bill, Jen and Eli Henning; Connor and Grace Fitzgerald; Van, Calvin and Luke Wagner; and Ethan Weader) on April 7 to repair the wooden boardwalk along the Mahoning Flats Trail



- Earthwork Services, working on behalf of the Danville Lady Railers, began work on softball field #2 (by the pavilion) on April 22 to regrade the infield and repair backstop fencing; work has been delayed by continued rainy conditions
- Stoudt has employed Elijah Evans Excavating to purchase 46 +/- tons of 2A gravel and use a bulldozer to regrade and repair the main parking at a total cost of \$2,500
 - Work began on April 26, but has been delayed by continued rainy conditions
 - MARC staff had done limited repairs in past years, but MARC's Bobcat utility vehicle is no longer capable of doing the work and Stoudt's tractor does not have the needed power
- An individual or individuals set up a campsite near the park access road on or around April 22
 - Danville Borough Police and Mahoning Township Police are assisting to contact and remove the individual(s)

DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

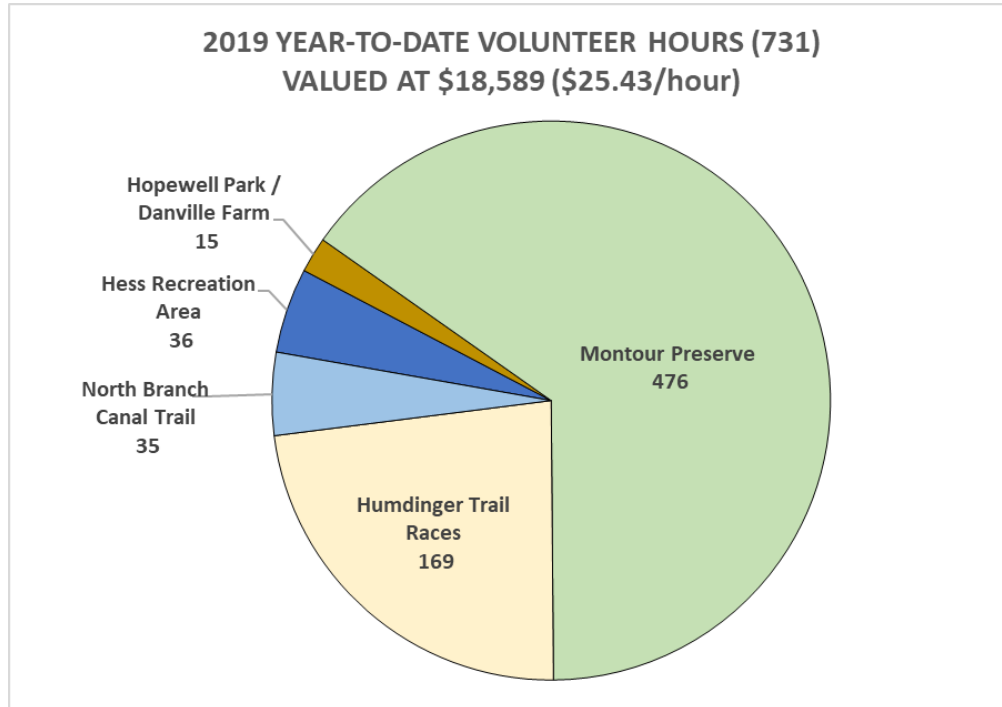
• Montour Preserve

- MARC staff continue to monitor for black bears after recently reported sightings along the Ridgefield Point Loop Trail and Chilisauagi Trail areas
 - caution signage has been posted at all trailheads and in the picnic areas, as well as on the Montour Preserve's Facebook page
- Stoudt, Piatt and Yeich worked during the week of April 15 – 19 to start up the water systems in the Goose Cove and Heron Cove picnic areas
 - MARC is awaiting water testing results and DEP permitting before water can be made available for public consumption
- Stoudt and volunteers worked on April 19 to repair erosion damages at the boat launch
- Stoudt, Beam, Piatt and Yeich worked on April 25 to reinstall the fishing pier and boat dock, as well as repair the wildlife refuge marker buoys which were damaged and misaligned during the ice break-up
 - MARC has reopened Lake Chillisquaque to boating as of April 26
- Yeich discovered on April 26 that a culvert pipe along the Chilisauagi Trail has failed
 - Stoudt and Piatt had previously repaired the pipe several times, but the 36" pipe will now need to be replaced
 - Stoudt has worked with the Montour County Conservation District to determine that no permits will be required for the replacement
 - Pipe replacement is expected during the week of April 29 – May 3 (weather permitting)
- Beam reported on April 25 that several dead ash trees came down across the Goose Woods Trail during recent storm events
 - MARC staff will work in coming days to clear the trees
- The drivetrain of the Bobcat utility vehicle is barely functional; the vehicle is now of limited use for park and trail maintenance
- Piatt continues working with contacts at PPL to repair the light fixtures around the visitors' center parking lot
- Stoudt will contact regional contractors in coming weeks to determine a potential range of costs to repair the visitors' center roof
 - If costs will exceed the mandatory bidding threshold, Stoudt will create the necessary bid documents for consideration at an upcoming MARC meeting
- MARC has been asked to host a session of PA Lieutenant Governor John Fetterman's recreational marijuana listening tour at the Montour Preserve on May 7 in the Environmental Education Center Auditorium
 - Stoudt will assist with facility setup, security and other details as may be required

DIRECTOR'S REPORT (continued)

OTHER UPDATES

- Stoudt continues to attend meetings of the Washingtonville Beautification Committee and will assist Borough leaders and volunteers with planned community work days on April 27 and May 11
- MARC's year-to-date volunteer assistance has exceeded expectations and has allowed MARC to accomplish many tasks that might otherwise remain incomplete
 - several additional group work days are scheduled or in planning for coming weeks at the Hess Recreation Area, Montour Preserve and North Branch Canal Trail



UPCOMING EVENTS AND MEETINGS

- April 27 Washingtonville Community Beautification work day
- May 4 (8:30am) Spring Bird Walk (Montour Preserve)
- May 7 PA Lt. Gov. John Fetterman's recreational marijuana listening tour (Montour Preserve)
- May 18 (9am) Hunter-Trapper Education Course (Montour Preserve)
- May 20 MARC meeting (NOTE: early date to avoid Memorial Day conflict)
- June 8 (11am) The Good & The Bad (insects) (Montour Preserve)
- June 9 (9am) Basic Boating Course (Montour Preserve)
- June 15 (1pm) Nature Photography (Montour Preserve)
- June 26 (7pm) Coyotes in Pennsylvania (Montour Preserve)



| 2019 MAKE YOUR 'MARC' CAMPAIGN SUMMARY | | |
|--|---------------------|-----------------|
| YEAR-TO-DATE AS OF 4/26/2019 | | |
| SITE | NUMBER OF DONATIONS | TOTAL DONATIONS |
| HESS RECREATION AREA | 1 | \$ 100 |
| HOPEWELL PARK | 0 | \$ - |
| MONTOUR PRESERVE | 9 | \$ 2,848 |
| NORTH BRANCH CANAL TRAIL | 0 | \$ - |
| NBCT PARKING / RIVER ACCESS | 0 | \$ - |
| UNRESTRICTED | 9 | \$ 1,642 |
| TOTALS | 19 | \$ 4,590 |

MARC FUNDING STRATEGY

(EXCERPTS FROM MARCH 19, 2019 MARC DEVELOPMENT ADVISORY COMMITTEE MEETING MINUTES)

Though Stoudt had previously reported a need to annually generate \$40,000 +/- for its general operations and an additional \$125,000 +/- to operate and maintain the Montour Preserve, several individuals felt these values were inadequate and the actual amount MARC needs to annually secure should be set at \$200,000. This would allow MARC to adequately deal with unexpected major expenses without resorting to emergency fundraising appeals and perhaps begin to build a reserve of savings for future expenses.

Meeting attendees expressed concerns regarding the \$100,000 in DCED grant funding that MARC has secured for the purchase of a utility tractor, HVAC system replacement and Montour Preserve visitors' center roof repair. If MARC may be unable to continue the operation of the Montour Preserve beyond 2020, it is likely inappropriate for MARC to spend these grant funds. Meeting attendees suggested that MARC delay the expenditure of these funds until it is reasonably certain that it will continue to operate the Montour Preserve beyond 2020 or has a plan in place to generate the funds required for such operations.

After much discussion, most attendees recommended Stoudt pursue a three-fold funding strategy to secure \$200,000 in annual funding for the long-term success of MARC and the Montour Preserve (for however long Talen Energy or its successors might be willing to continue the lease of the site). The three funding sources to be developed would be:

1. An endowed fund with an initial balance of not less than \$1.5 million. This would generate approximately \$60,000 in annual funding to MARC and would eventually increase as the fund's balance continued to grow.
2. New funding from MARC's member entities in an amount of not less than \$65,000. This would demonstrate to other potential funding partners that MARC's member entities are committed to the long-term success of the organization. It is likely that such funding would need to come mostly from Montour County, but it is encouraged that all MARC member entities make some contribution to demonstrate their support.
3. Donations from regional health care organizations, businesses and individuals in an amount of at least \$65,000. This would likely include contributions from supporting organizations such as the Pennsylvania Master Naturalist program (likely through fundraisers such as the pancake breakfast) and perhaps through the creation of a 'Friends of MARC' organization.

Most meeting attendees agreed that it was imperative that the three funding strategies be pursued in concert; any one strategy by itself will be unable to generate the amount of funding that is required and will fail to demonstrate the required broad-based support. If MARC hopes to win the support of major donors, corporate partners and other supporters, it must demonstrate the financial support of its member entities.



11715 Old Turnpike Rd • Mifflinburg, PA 17844

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

PROPOSAL

| | |
|---------------------|-------------|
| Proposal ID | Date |
| 21723 | 3/7/2019 |
| Sales Person | Page |
| Jerry | 1 of 1 |

Proposal To:

MONTOUR AREA RECREATION COMMISSION
 374 PRESERVE RD
 456
 DANVILLE, PA 17821
 E-Mail: rstoudt@montourec.com
 Contact: Bob Stoudt

Ship To:

MONTOUR AREA RECREATION COMMISSION
 374 PRESERVE RD
 456
 DANVILLE, PA 17821

| Decision Maker | Ship Date | Ship Via | Description | Terms Due the 10th day of the next month | |
|----------------|-------------------|----------|--|---|-----------|
| Quantity | Product ID | | Description | Unit | Amount |
| 1.00 | CK3510SEHCB | ea | HST TRACTOR w/ DELUXE CAB & JOYSTICK VALVE | 28,683.00 | 28,683.00 |
| 1.00 | IND-CK3510 & 4010 | ea | CK3510 & CK4010 IND TIRES | | |
| 1.00 | WGD | ea | WHOLEGOOD DISCOUNT -(PA CONTRACT) | -7,170.75 | -7,170.75 |
| 1.00 | KL4030QA60 | ea | LOADER PKG w/60" QA BUCKET & GRILL GUARD | 4,355.00 | 4,355.00 |
| 1.00 | 152-CKA162 | ea | 3RD Function Valve | 743.74 | 743.74 |
| 1.00 | KB2475L | ea | 7.5' BACKHOE (for CK3510 & CK4010) | 8,152.00 | 8,152.00 |
| 1.00 | BHCK3510/4010-16 | ea | 16" HVY DUTY BUCKET FOR CK3510/4010/2610 | | |
| 1.00 | PA72U | ea | 72" UNIVERSAL POWER ANGLE SNOWPLOW | 2,631.90 | 2,631.90 |
| 1.00 | AMD | ea | ATTACHMENT DISCOUNT (PA CONTRACT) | -2,858.88 | -2,858.88 |
| 1.00 | TTB660 | ea | TOOTHBAR 66 TO 66-3/8 | 440.91 | 440.91 |
| 1.00 | ADD-ON | ea | Safety Strobe lights | 375.00 | 375.00 |
| 1.00 | ADD-ON | ea | Cab cam | 495.00 | 495.00 |
| 1.00 | 5106 | ea | 6' LANDSCAPE RAKE | 486.20 | 486.20 |
| 1.00 | AMD | ea | ATTACHMENT DISCOUNT (PA CONTRACT) | -107.10 | -107.10 |

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted.
Proposal is valid until Monday, May 06, 2019

Signature _____
 Date _____

| | |
|------------------|------------------|
| Subtotal | 36,226.02 |
| Sales Tax | 2,173.56 |
| TOTAL | 38,399.58 |

ADDENDUM

ADDENDUM TO AGREEMENT dated November 10, 2014, by and between THE BOROUGH OF DANVILLE, a municipal corporation organized under the laws of the Commonwealth of Pennsylvania,

-AND-

MONTOUR AREA RECREATION COMMISSION, a Pennsylvania Domestic Nonprofit Corporation (15 Pa C.S. §5306) operating as a multi-governmental organization in Montour County, Pennsylvania as authorized by an Intergovernmental Agreement of Cooperation, dated May 18, 2005 and amended March 26, 2018.

WHEREAS, the parties hereto have theretofore entered into a Memorandum of Understanding (hereinafter 'Agreement') for Danville Borough Farm Land/Facility Use, dated November 10, 2014; and,

WHEREAS it is the desire of the parties to amend the Agreement dated November 10, 2014.

NOW, THEREFORE, the parties hereto agree as follows:

1. The Agreement hereinabove referred to shall be extended for a period of three (3) years, from November 10, 2017, and therefore shall expire on November 10, 2020, unless again extended pursuant to the Agreement.
2. It is expressly understood and agreed that all of the provisions of the prior agreement entered into on November 10, 2014, between the hereinabove parties, except as amended by this Amendment, are hereby ratified and affirmed.

IN WITNESS WHEREOF, the parties aforesaid have hereunto set their hands and seals this

_____ day of _____, 2019.

BOROUGH OF DANVILLE

BY: _____
Scott Richardson, Council President

Attest:

Secretary

MONTOUR AREA RECREATION COMMISSION

By: _____
Michael B. Mills, Chairperson

Attest:

Robert T. Stoudt, Director