

7:00pm March 24, 2025 Regular Meeting Agenda

Montour Preserve Environmental Education Center, 374 Preserve Rd, Danville, PA 17821
or <https://us02web.zoom.us/j/83989855823?pwd=X9Fm9NwqEnY7aV4gDz5hFouYqarCvu.1>

To connect by phone: (929) 205 6099 | Meeting ID: 839 8985 5823 | Passcode: 313160

Call to Order

Public Comment

Officer Reports

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

Representative Reports

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

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

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

- State Ethics Commission Statements of Financial Interest Reminder
- Litter cleanup events

Old Business

New Business

- Approval of Part-Time Park & Trail Maintenance Technician Hire
- Approval of Renewal of USDA APHIS Wildlife Services Cooperative Service Agreement for Montour Preserve (*pages 30 - 33*)
- Approval to Accept Donation of 2006 Ford F350 Super Duty Truck from Montour County (*page 29*)

Other Items

Adjournment

next meeting: 7:00pm Monday, April 28, 2025

MARC 2025 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
				2025 beginning balance			10.16
deposit	2/21/25	3/4/25	2/1 - 2/28/25	deposit of Q4 2024 Montour County Hotel Tax Grant		59,022.52	59,032.68
deposit	3/14/25			deposit of Columbia County Hotel Tax Grant (\$11,771.08 reimbursement for past expenses; \$100,000 for planned 2025 expenses) (NOTE: Service 1st put hold on deposit until 3/25/25; cannot access or move funds until after that date)		111,771.08	170,803.76
transfer	3/18/25			transfer to checking to reimburse 1/1 - 3/18 Montour County Hotel Tax grant-eligible expenses	59,027.68		111,776.08
transfer	3/18/25			transfer to Columbia County grant checking account (#41) to reimburse 1/1 - 3/18 grant-eligible expenses	5,710.67		106,065.41

MARC 2025 Columbia County Grant 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
				beginning balance			-
	3/18/25			account renamed from 'SRBC Grant' to 'Columbia County'		-	-
transfer	3/18/25			transfer from savings account to reimburse 1/1 - 3/18 grant-eligible expenses		5,710.67	5,710.67
transfer	3/18/25			transfer to general checking account to reimburse 1/1 - 3/18 grant-eligible expenses	5,710.67		-

MARC 2025 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
				2025 beginning balance			15,790.40
interest	1/31/25	2/5/25	1/1 - 1/31/25	interest		3.35	15,793.75
interest	2/28/25	3/4/25	2/1 - 2/28/25	interest		3.03	15,796.78

MARC 2025 CGF Grant - DeLong Park Pathway 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
				2025 beginning balance			-

MARC 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
				2025 beginning balance			-

MARC 2025 SGP Hess Grant 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
				2025 beginning balance			800.00

MARC 2025 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
automatic payment	2/23/2025	3/4/2025	2/1 - 2/28/25	Ride with GPS	dues & fees	dues & fees	Montour County Hotel Tax	10.00		91,847.74
automatic payment	2/26/2025	3/4/2025	2/1 - 2/28/25	MailChimp	\$16.43 admin/misc.; \$16.43 Montour Preserve (email)	\$16.43 admin/misc; \$16.43 park & trail maintenance	Montour County Hotel Tax	32.86		91,814.88
automatic payment	2/26/2025	3/4/2025	2/1 - 2/28/25	Zoom	dues & fees	dues & fees	Montour County Hotel Tax	16.95		91,797.93
interest	2/28/2025	3/4/2025	2/1 - 2/28/25	interest	interest	interest			21.82	91,819.75
7959	3/4/2025			Dennis Piatt (payroll 2/9 - 2/22)	payroll - Piatt	wages	Montour County Hotel Tax	666.34		91,153.41
7960	3/4/2025			Julian Brehm (payroll 2/9 - 2/22)	payroll - Brehm	wages	Montour County Hotel Tax	2,504.85		88,648.56
7961	3/4/2025			Craig Reinard (payroll 2/9 - 2/22)	payroll - Reinard	wages	Montour County Hotel Tax	157.61		88,490.95
7962	3/4/2025			Robert Stoudt (payroll 2/9 - 2/22)	payroll - Stoudt	wages	Montour County Hotel Tax	3,214.39		85,276.56
7963	3/4/2025			PPL Electric Utilities	Hess Recreation Area (electricity)	park & trail maintenance	Montour County Hotel Tax	98.07		85,178.49
7964	3/4/2025			Heaps Container Service	\$130 Montour Preserve (trash); \$70 Hess Recreation Area (trash)	park & trail maintenance	Montour County Hotel Tax	200.00		84,978.49
7965	3/4/2025			PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	50.40		84,928.09
7966	3/4/2025			PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	31.31		84,896.78
7967	3/4/2025			PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	2,462.76		82,434.02
7968	3/4/2025			PPL Electric Utilities	Montour Preserve (electricity)	park & trail maintenance	Montour County Hotel Tax	1,471.38		80,962.64
7969	3/4/2025			Airiam	\$52.47 Montour Preserve (website hosting); \$52.47 admin/misc	\$52.47 park & trail maintenance; \$52.47 admin/misc	Montour County Hotel Tax	104.94		80,857.70
7970	3/4/2025			Starr Portables	Hopewell Park (porta-potty)	park & trail maintenance	Montour County Hotel Tax	148.40		80,709.30
7971	3/4/2025			SkyPacket Networks	Montour Preserve (internet service)	park & trail maintenance	Montour County Hotel Tax	79.00		80,630.30
7972	3/4/2025			Candy Fisher (Jan & Feb)	Montour Preserve (cleaning)	park & trail maintenance	Montour County Hotel Tax	864.00		79,766.30
automatic payment	3/5/2025			PA Dept. of Revenue (payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	259.22		79,507.08
debit card	3/5/2025			DCNR Bureau of Forestry (PNDI review for Hopewell Park Pump Track Project)	Hopewell Park Pump Track Project (permitting)	special projects		40.00		79,467.08
debit card	3/5/2025			DCNR Bureau of Forestry (PNDI review for Briar Creek Disc Golf Course Project)	Columbia County projects (Briar Creek Disc Golf Course)	park & trail maintenance	Columbia County Hotel Tax	40.00		79,427.08

MARC 2025 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
7973	3/6/2025			US Postal Service (one-year PO box fee)	office supplies	office supplies	Montour County Hotel Tax	120.00		79,307.08
7974	3/7/2025			Robert Stoudt (expense reimbursement for Mill Park access easement courthouse recording)	Chillisquaque Creek project expenses	special projects	Montour County Hotel Tax	64.75		79,242.33
debit card	3/7/2025			AgPro Farm & Home (zip ties)	Montour Preserve (maintenance/misc.)	park & trail maintenance	Montour County Hotel Tax	110.14		79,132.19
debit card	3/10/2025			Staples (bankers' boxes, Scotch tape, paper, binders, display racks, hanging folders)	office supplies	office supplies	Montour County Hotel Tax	255.87		78,876.32
debit card	3/10/2025			ABL Graphics (printing and laminating of Briar Creek Lake Park, Hess Recreation Area, and Mill Park Natural Area maps)	119.5 Columbia County projects (Briar Creek Disc Golf); \$119.50 Hess Recreation Area (maps); \$47.84 Mill Park (misc. expenses)	park & trail maintenance	\$119.50 Columbia County Hotel Tax; \$167.34 Montour County Hotel Tax	286.84		78,589.48
deposit	3/10/2025			deposit	\$215 Montour Preserve pavilion reservations; \$1,006 Montour Preserve donations; \$1,250 Hess Recreation Area users' fee; \$500 Hess Recreation Area security deposit	\$215 contributions and user fees (Montour Preserve); \$1,006 contributions and user fees (Montour Preserve); \$1,250 contributions and user fees (Hess Recreation Area); \$500 refundable security deposit			2,971.00	81,560.48
7975	3/11/2025			Dennis Platt (payroll 2/23 - 3/8)	payroll - Platt	wages	Montour County Hotel Tax	318.55		81,241.93
7976	3/11/2025			Craig Reinard (payroll 2/23 - 3/8)	payroll - Reinard	wages	Montour County Hotel Tax	105.07		81,136.86
7977	3/11/2025			Julian Brehm (payroll 2/23 - 3/8)	payroll - Brehm	wages	Montour County Hotel Tax	2,319.74		78,817.12
7978	3/11/2025			Robert Stoudt (payroll 2/23 - 3/8)	payroll - Stoudt	wages	Montour County Hotel Tax	2,510.43		76,306.69
debit card	3/14/2025			Cole's Hardware (paint)	Montour Preserve (maintenance/misc.)	park & trail maintenance	Montour County Hotel Tax	222.57		76,084.12
7979	3/17/2025			Verizon	Montour Preserve (telephone)	park & trail maintenance	Montour County Hotel Tax	117.94		75,966.18
7980	3/17/2025			Starr Portables (porta-potty for maple sugaring)	Montour Preserve (programming supplies)	park & trail maintenance	Montour County Hotel Tax	135.00		75,831.18
automatic payment	3/17/2025			US Treasury (payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	3,795.72		72,035.46
debit card	3/17/2025			Millville Hardware (plexiglass)	Montour Preserve (maintenance/misc.)	park & trail maintenance	Montour County Hotel Tax	105.74		71,929.72
debit card	3/18/2025			Cole's Hardware (light switch)	Hess Recreation Area (restrooms)	park & trail maintenance	Montour County Hotel Tax	31.79		71,897.93
debit card	3/18/2025			Tulpehocken Spring Water (water)	Montour Preserve (maintenance/misc.)	park & trail maintenance	Montour County Hotel Tax	12.80		71,885.13
deposit	3/18/2025			deposit	\$100 Hess Recreation Area users' fees; \$840 Montour Preserve pavilion reservations; \$50 Montour Preserve donations	\$100 contributions and user fees (Hess Recreation Area); \$840 contributions and user fees (Montour Preserve); \$50 contributions and user fees (Montour Preserve)			990.00	72,875.13
transfer	3/18/2025			transfer from savings to reimburse 1/1 - 3/18 Montour County Hotel Tax grant-eligible expenses			Montour County Hotel Tax		59,027.68	131,902.81
transfer	3/18/2025			transfer from Columbia County grant account (#41) to reimburse grant-eligible expenses			Columbia County Hotel Tax		5,710.67	137,613.48
automatic payment	3/19/2025			PA Dept. of Revenue (payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	206.49		137,406.99



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Account Statement

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Statement For: 02/01/2025 - 02/28/2025

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Your Account Balances as of 02/28

Regular Savings ID 01	\$59,032.68
Checking ID 40	93,459.01
Srbc Grant ID 41	0.00
Mahoning Arp Grant ID 43	15,796.78
Cgf Delong Park Pathway ID 45	0.00
Act 13 Grant ID 48	0.00
Sgp Hess Grant ID 49	800.00
Account Balance Total	\$169,088.47
Total Dividends Year-To-Date	\$60.11

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REGULAR SAVINGS ID 01

Beginning Balance	\$10.16
1 Total Deposits for	59,022.52
0 Total Withdrawals for	0.00
Ending Balance	\$59,032.68

Date	Transaction Description
02/21	Deposit By Check

Deposit	Withdrawal	Balance
\$59,022.52		\$59,032.68

CHECKING ID 40

Dividends Year-To-Date \$53.73

Beginning Balance	\$111,115.78
2 Total Deposits for	1,131.82
41 Total Withdrawals for	18,788.59
Ending Balance	\$93,459.01

Annual Percentage Yield earned 0.280% from 02/01/2025 through 02/28/2025



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Member Number:

Statement For: 02/01/2025 - 02/28/2025

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CHECKING ID 40

Continued from previous page.

Date	Transaction Description	Deposit	Withdrawal	Balance
02/01	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 01/30 ABL GRAPHICS BLOOMSBURG PA 0 5030059991 3		\$126.72-	\$110,989.06
02/03	Withdrawal ACH Keystone TYPE: TAXPAYMENT ID: 1251780727 CO: KEYSTONE NAME: Montour Area Recreatio		705.08-	110,283.98
02/03	Draft 7938		204.79-	110,079.19
02/04	Draft 7936		32.16-	110,047.03
02/04	Draft 7935		55.34-	109,991.69
02/04	Draft 7933		1,466.38-	108,525.31
02/04	Draft 7934		2,597.11-	105,928.20
02/05	Withdrawal ACH Commwlthofpaph TYPE: PAEMPLOYTX ID: 1236003133 CO: COMWLTHOFAPATH NAME: MONTOUR AREA RECREATIO		218.77-	105,709.43
02/05	Draft 7945		225.00-	105,484.43
02/05	Draft 7941		228.82-	105,255.61
02/07	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/05 AGPRO FARM & HOME TURBOTVILLE PA 0 5036527839 0		23.30-	105,232.31
02/07	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/05 AGPRO FARM & HOME TURBOTVILLE PA 0 5036499988 4		161.81-	105,070.50
02/10	Draft 7947		148.40-	104,922.10
02/11	Withdrawal POS #000000Oj03Ob AMAZON.COM*X11XT86Q3 SEATTLE WA		73.14-	104,848.96
02/11	Draft 7946		97.96-	104,751.00
02/11	Draft 7939		1,927.99-	102,823.01
02/12	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/10 ABL GRAPHICS BLOOMSBURG PA 0 5041598707 2		40.55-	102,782.46
02/12	Draft 7949		125.00-	102,657.46
02/13	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/10 STAPLES 00106344 BLOOMSBURG PA 0 5041828895 8		84.19-	102,573.27
02/13	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/11 AGPRO FARM & HOME TURBOTVILLE PA 0 5042339641 4		160.83-	102,412.44
02/15	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/14 Amazon.com*C698N97Q3 Amzn.com/bill WA 0 5045110002 0		339.15-	102,073.29
02/15	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/12 MILLVILLE HARDWARE MILLVILLE PA 0 5043744493 5		24.44-	102,048.85
02/17	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/14 AMAZON MKTPL*O182A82F3 Amzn.com/bill WA 1 5045597446 2		24.89-	102,023.96
02/18	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/16 AMAZON MKTPL*8M6LM44G3 Amzn.com/bill WA 0 5047301902 6		32.61-	101,991.35
02/18	Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		3,250.36-	98,740.99
02/18	Draft 7953		2,817.73-	95,923.26
02/19	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/17 ABL GRAPHICS BLOOMSBURG PA 0 5048768624 2		100.17-	95,823.09
02/19	Draft 7944		130.00-	95,693.09
02/20	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/17 STAPLES 00106344 BLOOMSBURG PA 0 5048148198 9		7.20-	95,685.89
02/20	Withdrawal POS #000000288634 DOLLAR GENERAL #7322 DG 073222918 STATE ROUT MILLVILLE PA Eff. Date 02/19		21.75-	95,664.14
02/20	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/18 THE HOME DEPOT #4171 BLOOMSBURG PA 0 5049496221 0		384.27-	95,279.87
02/20	Withdrawal ACH Commwlthofpaph TYPE: PAEMPLOYTX ID: 1236003133 CO: COMWLTHOFAPATH NAME: MONTOUR AREA RECREATIO		206.85-	95,073.02
02/21	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/19 BURST LANDSCAPE SUPPLI DANVILLE PA 0 5050672852 3		313.76-	94,759.26
02/21	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/19 THE ORIGINAL ITALIAN P TURBOTVILLE PA 0 5050673958 3		77.13-	94,682.13
02/21	Deposit By Check	1,110.00		95,792.13
02/22	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/20 AMAZON MKTPL*9P1JX9JS3 Amzn.com/bill WA 0 5051903628 5		52.99-	95,739.14

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Account Statement

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Member Number:

Statement For: **02/01/2025 - 02/28/2025**

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CHECKING ID 40

Continued from previous page.

Date	Transaction Description	Deposit	Withdrawal	Balance
02/22	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/20 TURBOTVILLE GREAT V TURBOTVILLE PA 0 5051771148 2		37.81-	95,701.33
02/25	Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/23 RIDE WITH GPS 4154729809 OR 0 5054455698 7		10.00-	95,691.33
02/25	Recurring Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/23 ZOOM.COM 888-799-9666 ZOOM.US CA 0 5054560723 6		16.95-	95,674.38
02/25	Draft 7950		56.30-	95,618.08
02/25	Draft 7952		2,148.03-	93,470.05
02/28	Recurring Withdrawal Debit Card Sffcu Chk Crd Merch. Post: 02/26 MAILCHIMP *MISC MAILCHIMP.COM GA 0 5057868585 4		32.86-	93,437.19
02/28	Deposit Dividend Dividend Post	21.82		93,459.01

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

15 Checks Cleared for \$12,261.01

Number	Cleared	Amount	Number	Cleared	Amount	Number	Cleared	Amount
7933	02/04/25	\$1,466.38	7939	02/11/25	\$1,927.99	7947	02/10/25	\$148.40
7934	02/04/25	2,597.11	7941 *	02/05/25	228.82	7949 *	02/12/25	125.00
7935	02/04/25	55.34	7944 *	02/19/25	130.00	7950	02/25/25	56.30
7936	02/04/25	32.16	7945	02/05/25	225.00	7952 *	02/25/25	2,148.03
7938 *	02/03/25	204.79	7946	02/11/25	97.96	7953	02/18/25	2,817.73

SRBC 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 \$6.38

Beginning Balance	\$15,793.75
1 Total Deposits for	3.03
0 Total Withdrawals for	0.00
Ending Balance	\$15,796.78

Annual Percentage Yield earned 0.250% from 02/01/2025 through 02/28/2025

Date	Transaction Description	Deposit	Withdrawal	Balance
02/28	Deposit Dividend Dividend Post	\$3.03		\$15,796.78

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 DELONG PARK PATHWAY ID 45

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-45 Total Return Item Fees	\$0.00	\$0.00	Acct-45 Total Overdraft Fees	\$0.00	\$0.00

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Account Statement

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Member Number:

Statement For: 02/01/2025 - 02/28/2025

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ACT 13 GRANT ID 48

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-48 Total Return Item Fees	\$0.00	\$0.00	Acct-48 Total Overdraft Fees	\$0.00	\$0.00

SGP HESS GRANT ID 49

Beginning Balance	\$800.00
0 Total Deposits for	0.00
0 Total Withdrawals for	0.00
Ending Balance	\$800.00

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 2/28/25

ending balance from 2/28/25 bank statement	\$ 169,088.47
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 169,088.47
withdrawals not yet cleared (detailed below)	\$ 1,639.26
calculated balance (should agree with actual combined balance)	\$ 167,449.21
balance savings account (ID 01)	\$ 59,032.68
balance checking account (ID 40)	\$ 91,819.75
balance SRBC grant account (ID 41)	\$ -
balance Mahoning Twp. ARP Grant checking account (ID 43)	\$ 15,796.78
balance CGF Washingtonville Pavilion grant checking account (ID45)	\$ -
balance Act 13 Grant checking account (ID 48)	\$ -
balance SGP Hess sign grant (ID 49)	\$ 800.00
actual combined balance	\$ 167,449.21
difference	\$ -

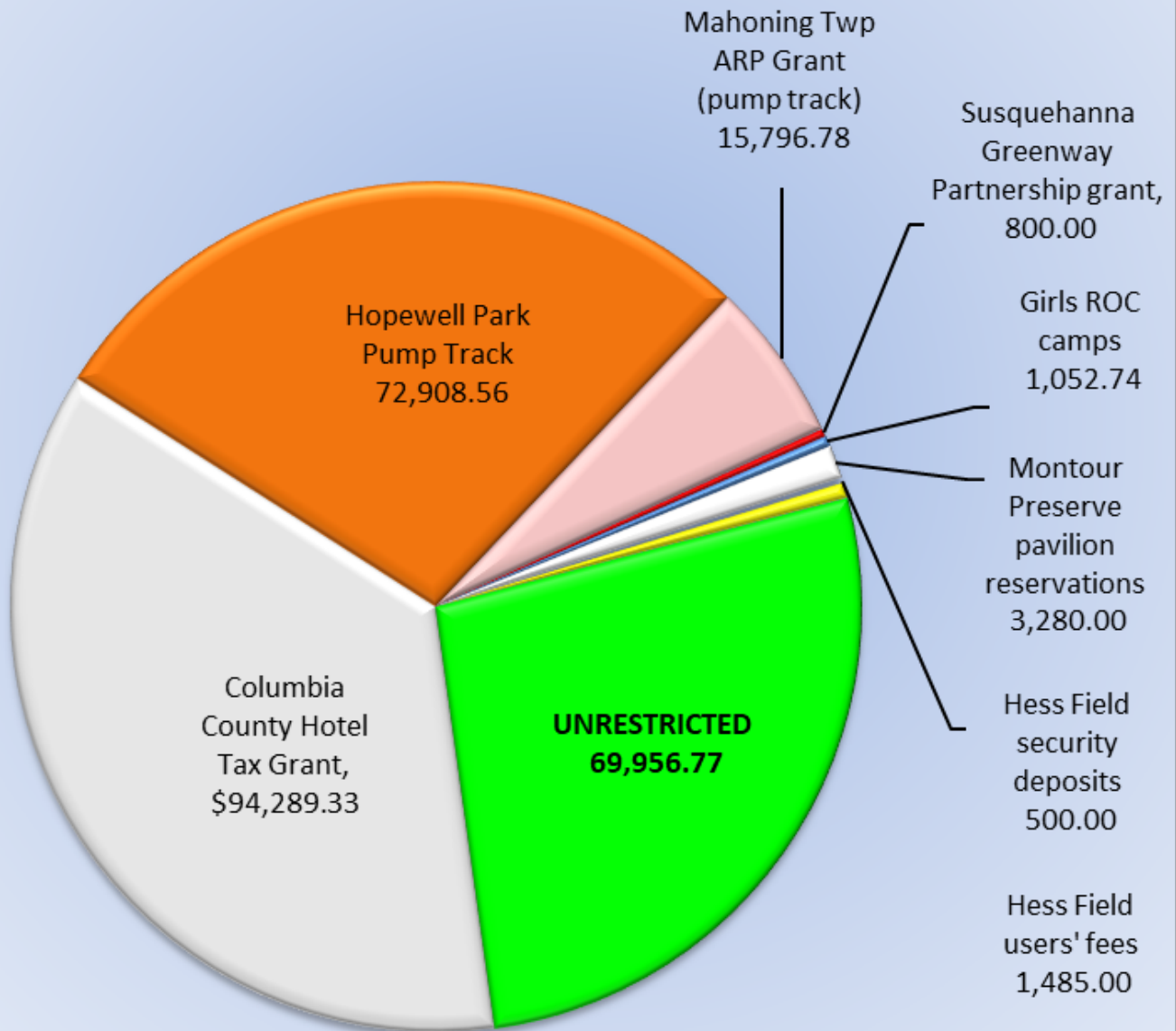
DEPOSITS NOT YET POSTED

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

WITHDRAWALS NOT YET CLEARED

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
1/27/25	7937	Craig Reinard (payroll 1/12 - 1/25)	70.04
2/5/25	7948	Heaps Container Service	200.00
2/11/25	7951	Dennis Piatt (payroll 1/26 - 2/8)	307.14
2/16/25	7954	Dennis Piatt (reimbursement for floor adhesive and trowel)	35.28
2/19/25	7955	Airiam	104.94
2/19/25	7956	Verizon	117.95
2/21/25	7957	Susquehanna River Valley Visitors Bureau (annual dues)	125.00
2/21/25	7958	Robert Stoudt (reimbursement for Washingtonville Revitalization banners purchase)	678.91
TOTAL			\$ 1,639.26

MARC FUNDS EARMARKS AS OF 3/20/25
COMBINED ACCOUNT BALANCE: \$260,069.18



MARC 2025 WASHINGTONVILLE REVITALIZATION-RELATED PROJECTS EXPENSE TRACKING															
PROJECT	WASHINGTONVILLE BOROUGH 250 TH ANNIVERSARY EVENT	BROCHURES	BANNERS PROJECT EXPENSES	BANNERS PROJECT INCOME	REVITALIZATION PROJECTS (OTHER) EXPENSES	REVITALIZATION PROJECTS (OTHER) DONATIONS (INCOME)	DELONG PARK PATHWAY CONSTRUCTION EXPENSES	DELONG PARK PATHWAY CONSTRUCTION GRANT INCOME	MILL PARK WALKING PATH CONSTRUCTION MATERIALS	MILL PARK SIGNAGE	MILL PARK STREAM ACCESS CONSTRUCTION MATERIALS	MILL PARK MOWING	MILL PARK / CHILLISQUAKE CREEK BROCHURES	MILL PARK PROJECTS MARC LABOR	CHILLISQUAKE CREEK PROJECT EXPENSES
			(678.91)											(47.84)	(64.75)
CATEGORY YTD TOTAL (EXCL. LABOR)	-	-	(678.91)	-	-	-	-	-	-	-	-	-	-	(47.84)	(64.75)
LABOR - BEAM					-		-							-	-
LABOR - BREHM					-		-							(216.76)	-
LABOR - PIATT					(14.00)		-							-	-
LABOR - REINARD					-									-	-
LABOR - STOUTT					(59.10)		(29.81)							(518.62)	(57.04)
LABOR - NEWHIRE1					-									-	-
LABOR - NEWHIRE2					-		-							-	-
PROJECT YTD EXPENSES	\$ -	\$ -	\$ (678.91)	\$ -	\$ (73.09)	\$ -	\$ (29.81)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (783.21)	\$ (121.79)
BUDGET	\$ (500.00)	\$ (500.00)	\$ (2,500.00)	\$ 2,500.00	\$ (1,500.00)		\$ (4,000.00)	\$ 2,500.00	\$ (250.00)	\$ (1,250.00)	\$ (250.00)	\$ (1,200.00)	\$ (500.00)	\$ (2,550.00)	\$ (1,500.00)

MARC 2025 HOPEWELL PARK PUMP TRACK PROJECT EXPENSE TRACKING									
2025 beginning balance (if applicable)	\$ 73,399.36	\$ 15,790.40							
CATEGORY	PUMP TRACK DONATIONS	MAHONING TWP ARP GRANT	ENGINEERING EXPENSES	PERMITTING EXPENSES	CONSTRUCTION EXPENSES	PROJECT ADMIN EXPENSES			
		3.35		(40.00)					
		3.03							
CATEGORY YTD TOTAL (EXCL. LABOR)	-	6.38	-	(40.00)	-	-	-	-	-
LABOR - BEAM					-	-			
LABOR - BREHM					-	(30.14)			
LABOR - PIATT					-	-			
LABOR - REINARD					-	-			
LABOR - STOUTT					-	(420.66)			
LABOR - NEWHIRE1					-	-			
LABOR - NEWHIRE2					-	-			
PROJECT YTD BALANCE	\$ 73,399.36	\$ 15,796.78	\$ -	\$ (40.00)	\$ -	\$ (450.80)	\$ -	\$ -	\$ -

MARC 2025 COLUMBIA COUNTY PROJECTS EXPENSE TRACKING												
2025 beginning balance (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CATEGORY	LEGION ROAD PARCEL MAINTENANCE	NORTH BRANCH CANAL TRAIL MAINTENANCE	BRIAR CREEK DISC GOLF COURSE	FISHING CREEK PROJECTS	NBCT FEASIBILITY STUDY	GREENWAY PLAN	OTHER	GRANT ADMIN / MISC. OTHER	NORTH BRANCH CANAL TRAIL MILE 5.4 CULVERT	NORTH BRANCH CANAL TRAIL TRAILHEAD SIGN	REIMBURSEMENT FOR PRIOR YEAR EXPENSES	COLUMBIA COUNTY GRANT INCOME
			(100.17)								11,771.08	100,000.00
			(40.00)									
			(119.50)									
CATEGORY YTD TOTAL (EXCL. LABOR)	-	-	(259.67)	-	-	-	-	-	-	-	11,771.08	100,000.00
LABOR - BEAM	-	-	-	-	-	-	-	-				
LABOR - BREHM	-	-	(1,116.50)	-	-	-	-	(77.00)				
LABOR - PIATT	-	-	(177.50)	-	-	-	-	-				
LABOR - REINARD	-	-	-	-	-	-	-	-				
LABOR - STOUDT	-	(60.00)	(2,196.00)	(912.00)	-	(12.00)	-	(900.00)				
LABOR - NEWHIRE1	-	-	-	-	-	-	-	-				
LABOR - NEWHIRE2	-	-	-	-	-	-	-	-				
PROJECT YTD TOTAL	\$ -	\$ (60.00)	\$ (3,749.67)	\$ (912.00)	\$ -	\$ (12.00)	\$ -	\$ (977.00)	\$ -	\$ -	\$ 11,771.08	\$ 100,000.00



2025 MONTOUR PRESERVE ACCOUNTING SUMMARY YEAR-TO-DATE	
CARRYOVER STARTING BALANCE FROM 2024	\$ -
DONATIONS RECEIVED	\$ 1,938.00
CONCESSIONAIRE CONTRIBUTION	\$ -
COMPLETED PAVILION / AUDITORIUM RESERVATIONS	\$ -
DONATIONS GRANTED FROM COMMUNITY GIVING FOUNDATION	\$ -
MONTOUR COUNTY ACT 13 GRANT REIMBURSEMENTS	\$ -
MONTOUR COUNTY HOTEL TAX GRANT REIMBURSEMENTS	\$ 33,374.44
LABOR EXPENSES	\$ (19,010.09)
NON-LABOR EXPENSES	\$ (16,629.67)
2025 YEAR-TO-DATE PROJECT BALANCE	\$ (327.32)



MONTOUR AREA RECREATION COMMISSION 2025 BUDGET

ADOPTED 11/22/24; YEAR-TO-DATE AS OF 3/20/25

EXPENSE		YEAR-TO-DATE ACTUAL	BUDGET	FUNDING SOURCES	YEAR-TO-DATE ACTUAL	BUDGET	YEAR-TO-DATE ACTUAL SITE / PROJECT SURPLUS /	SURPLUS / (DEFICIT)
PARK & TRAIL MAINTENANCE	COLUMBIA COUNTY PROJECTS	(5,710.67)	(9,400)	Columbia County grant funding	111,771.08	21,400	106,060.41	12,000
	HESS RECREATION AREA	(988.17)	(26,250)	sports field and pavilion user fees [750] and SGP Robbins Trail sign grant [1,000]	2,285.00	1,750	1,296.83	(24,500)
	HOPEWELL PARK / DANVILLE BOROUGH FARM TRAIL SYSTEM	(2,384.82)	(9,750)		-	-	(2,384.82)	(9,750)
	MILL PARK	(783.21)	(6,000)		-	-	(783.21)	(6,000)
	MONTOUR PRESERVE	(35,639.76)	(196,750)	pavilion / auditorium rental fees [17,500], donations [7,000], withdrawal from Community Giving Foundation Montour Preserve Fund [10,000], and watercraft concessionaire contribution [1,500]	1,938.00	36,000	(33,701.76)	(160,750)
	NORTH BRANCH CANAL TRAIL	(59.61)	(6,800)		-	-	(59.61)	(6,800)
	NORTH BRANCH CANAL TRAIL PARKING AREA/ RIVER ACCESS	-	(4,250)		-	-	-	(4,250)
	PARK & TRAIL MAINTENANCE TOOLS AND SUPPLIES	(360.67)	(16,500)		-	-	(360.67)	(16,500)
SPECIAL PROJECTS & EVENTS	ALL-TERRAIN VEHICLE PURCHASE	-	-		-	-	-	-
	BICYCLE / PEDESTRIAN SAFETY PROJECTS	(175.74)	(2,000)		-	-	(175.74)	(2,000)
	BICYCLE ROUTES MAPPING AND PROMOTION	-	(700)		-	-	-	(700)
	CHILLI CHALLENGE ADVENTURE TRIATHLON	-	-		-	-	-	-
	CHILISQUAQUE CREEK CLEANUP AND PROMOTION	(121.79)	(1,500)		-	-	(121.79)	(1,500)
	DANVILLE BOROUGH LEVEE NORTH BRANCH CANAL TRAIL EXTENSION	-	(20,000)	grant funding (proposed)	-	20,000	-	-
	DANVILLE BOROUGH PLAY SET INSTALLATION	-	-		-	-	-	-
	DIRTY GRIN MOUNTAIN BIKE FESTIVAL / PIG IRON ENDURO	-	(2,000)		-	-	-	(2,000)
	GIRLS ROC CAMPS	-	(1,500)	carryover balance from 2024 [1,052.74] and donations	1,052.74	1,500	1,052.74	-
	HOPEWELL PARK PUMP TRACK CONSTRUCTION	-	(210,000)	donations [85,000] and DCNR grant [125,000]	33,399.36	210,000	33,399.36	-
	HOPEWELL PARK PUMP TRACK ENGINEERING, PERMITTING, AND PROJECT ADMINISTRATION	(450.80)	(40,000)	donations	40,000.00	24,210	39,549.20	(15,790)
	HOPEWELL PARK ADJACENT LAND ACQUISITION	-	(6,000)	grant funding (proposed)	-	6,000	-	-
	HUMDINGER TRAIL RACES	-	-		-	-	-	-
	MARC 20TH ANNIVERSARY CELEBRATION	-	(5,000)	donations and sponsorships	-	5,000	-	-
	PICL COACHES' CONFERENCE	(106.71)	(1,000)		-	-	(106.71)	(1,000)
	REGIONAL MOUNTAIN BIKING PROMOTION	(14.90)	(2,000)		-	-	(14.90)	(2,000)
	RIVERSIDE BOROUGH PARKS REVITALIZATION	-	(1,000)		-	-	-	(1,000)
	SPECIAL PROJECTS AND EVENT - OTHER	(922.42)	(6,500)		-	-	(922.42)	(6,500)
	TOURISM PROMOTION SPECIAL PROJECTS - OTHER	(683.61)	(2,000)		-	-	(683.61)	(2,000)
	TRUCK PURCHASE	-	-		-	-	-	-
ADMIN / INSURANCE	WASHINGTONVILLE REVITALIZATION PROJECTS	(781.81)	(9,000)	grant funding (proposed)	-	5,000	(781.81)	(4,000)
	WELLNESS SPECIAL PROJECTS	-	(500)		-	-	-	(500)
	ACCOUNTING	(130.00)	(1,000)		-	-	(130.00)	(1,000)
	ADMINISTRATION / MISCELLANEOUS OTHER	(10,137.44)	(44,000)		-	-	(10,137.44)	(44,000)
	AUDIT	-	(6,250)		-	-	-	(6,250)
	DUES & LICENSING FEES	(1,069.90)	(3,200)		-	-	(1,069.90)	(3,200)
	FUNDRAISING	(732.60)	(1,000)		-	-	(732.60)	(1,000)
	INSURANCE	-	(15,500)		-	-	-	(15,500)
	INTERNSHIP STIPEND	-	(3,000)		-	-	-	(3,000)
	OFFICE SUPPLIES	(1,151.21)	(2,000)		-	-	(1,151.21)	(2,000)
	PAID TIME OFF	(1,615.70)	(12,800)		-	-	(1,615.70)	(12,800)
	PUBLIC NOTICES	(56.30)	(750)		-	-	(56.30)	(750)
OTHER	STAFF PERSONAL VEHICLE USAGE REIMBURSEMENT	(152.60)	(2,000)		-	-	(152.60)	(2,000)
	STAFF TRAINING AND DEVELOPMENT	(222.53)	(2,500)		-	-	(222.53)	(2,500)
				2024 YEAR-END CARRYOVER UNRESTRICTED BALANCE	54,090.16	-	54,090.16	-
				GEISINGER CONTRIBUTION (UNRESTRICTED)	-	-	-	-
				MONTOUR COUNTY 2024 HOTEL TAX GRANTS CARRYOVER BALANCE	5.16	31,000	5.16	31,000
				MONTOUR COUNTY 2025 HOTEL TAX GRANTS	59,022.52	245,000	59,022.52	245,000
				MONTOUR COUNTY ACT 13 GRANT	-	25,000	-	25,000
				MAHONING TOWNSHIP ARP GRANT CARRYOVER BALANCE & INTEREST (HOPEWELL PARK PUMP TRACK ENGINEERING)	15,796.78	15,790	15,796.78	15,790
				WITHDRAWAL FROM COMMUNITY GIVING FOUNDATION NON-ENDOWED FUND	-	7,500	-	7,500
				UNRESTRICTED DONATIONS	125.00	35,000	125.00	35,000
				PENDING RENTAL / USER FEES (RESTRICTED EARMARK)	3,280.00	-	3,280.00	-
				OTHER INCOME	53.73	250	53.73	250
TOTAL EXPENSES		(64,452.95)	\$ (680,400)	TOTAL INCOME	322,819.53	\$ 690,400	258,366.58	\$ 10,000

COMMUNITY GIVING FOUNDATION (CGF) FUND BALANCES	
FUND	BALANCE
MARC Non-Endowed Fund	\$ 17,932.96
MARC Endowed Fund	\$ 24,531.77
Hopewell Park Pump Track Fund	\$ 54,923.88
Washingtonville Revitalization Fund	\$ 4,218.75
Montour Preserve Fund	\$ 35,810.70
TOTAL	\$ 137,418.06
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> <div style="text-align: center;">  <div> <div>Community Giving</div> <div>FOUNDATION™</div> </div> </div> <p>I do hereby attest this to be an accurate and complete accounting of MARC-affiliated funds at the Community Giving Foundation.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  IC Director </div> <div style="text-align: right;"> 3/20/2025 Date </div> </div>	

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 UNAVAILABLE AT TIME OF AGENDA DISTRIBUTION

ASSISTANT DIRECTOR'S REPORT

The items below highlight the projects and events MARC's Assistant Director has completed or assisted with in the month of March:

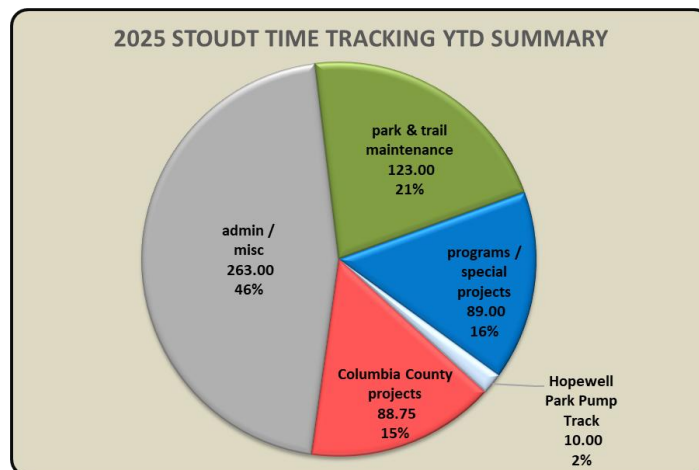
- Coordinated multiple sap boiling days to stockpile syrup for 2026 programs. Thank you to all the volunteers who assisted throughout the season.
- Working with the MARC staff / volunteer team, cleaned, organized, and stored all items and supplies used for maple sugaring.
- Prepared and installed signage and materials for Lake Chillisquaque's annual migratory waterfowl boating closure. The closure takes place from March 15 to April 30.
- Attended several meetings in preparation for upcoming fishing tournaments and clean up events taking place in Columbia and Montour counties.
- Assisted Bob Stoudt with the beginning stages of permitting for the Briar Creek Disc Golf Course.
- Led the CSIU Life Skills class on March 11 during a park cleanup / guided walk program. The group cleaned up sticks and debris around the Montour Preserve Visitors' Center yard. The group was then taken on a guided hike to our sugar shack to learn about maple sugaring.
- Assisted with flagging of the new walking path that will be installed at Mill Park Natural Area.
- Completed designing the final sign which will be installed in the three-sign panel kiosk at the Mill Park Natural Area. The sign incorporates a historical narrative written by Tyler Dombroski and the site map created by Bob Stoudt.
- Cleared several downed trees throughout the Montour Preserve property after heavy winds.
- Working with Denny Piatt and MARC's co-op student Ava Bulger, measured and ordered new plexiglass for all Montour Preserve kiosk brochure holders.

Julian Brehm
3/18/2025

DIRECTOR'S REPORT

	STOUDT	PROJECT YTD TOTAL HOURS	MARCH																											
			23	24	25	26	27	28	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
PARK & TRAIL MAINTENANCE	Hess Recreation Area	10.00	0.25								0.25			1.00	0.25		0.25								0.25		0.25			
	Hopewell Park / Danville Farm Trails	46.50																							0.25					
	Mill Park	13.75					3.50				0.50	1.25	0.50	1.50		2.50		3.00												
	Montour Preserve admin / maintenance	51.25					0.25	0.25		0.50	3.00	0.75	0.75	0.25			0.50					0.75	0.50	1.00	0.75	1.25				
	Montour Preserve programs / events	40.75	0.50									0.25																		
	North Branch Canal Trail (Montour Co.)	1.50																												
	NBCT Trailhead / River Access	-																												
SPECIAL PROJECTS	bike / ped safety projects	4.50																												
	bicycle routes mapping & promotion	-																												
	Chillisquaque Creek projects	1.50												1.25																
	Danville Borough play set installation	-																												
	Dirty Grin (Pig Iron Enduro)	-																												
	Hopewell Park Pump Track admin	10.00	0.75		0.50	2.00						0.75																		
	Hopewell Park Pump Track construction	-																												
	MARC 20th anniversary event	-																												
	PICL Coaches' conference	2.75		0.75										0.25													0.50			
	regional mountain biking promotion	0.25																												
	Riverside Borough projects	-																												
	special projects & events - other	21.50					1.50	1.00	1.50		0.50		4.00																	
	tourism promotion special projects - other	15.50		1.00	2.00							0.75																		
	Washingtonville - DeLong Park pathway	0.75																												
	Washingtonville Revitalization - other	1.50																												
wellness special projects	-																													
COLUMBIA COUNTY PROJECTS	Columbia County North Branch Canal Trail	1.25																												
	Columbia County Legion Road parcel	-																												
	Columbia County Briar Creek Disc Golf	46.25	1.50	0.25		0.25						4.75	1.00			0.50										0.50				
	Columbia County Fishing Creek	22.25											1.00	1.50		1.00											3.25			
	Columbia County NBCT feasibility study	-																												
	Columbia County Greenway Plan	0.25																												
	Columbia County other 5	-																												
	Columbia County admin / other	18.75		0.25																										
ADMIN / PTO	admin / misc. other	227.25	0.75	6.00	5.75	2.50	3.00	4.00		2.00	2.00	5.00	1.50	2.00	4.50	4.00	1.50	6.25	4.50				0.50	4.00	3.50	4.00	3.00			
	training / professional development	-																												
	PAID TIME OFF (160HRS)	27.75																		8.00	8.00	2.75			3.00	3.50		2.50		
	HOLIDAY (32HRS)	8.00																												
	DAILY TOTALS	573.75	0.75	9.00	8.00	5.00	6.75	8.75	1.75	2.00	2.75	9.00	10.00	10.25	9.50	4.00	4.00	8.00	8.00	8.00	8.00	2.75	1.25		8.00	8.00	9.25	6.75		
	WEEKLY PAYROLL TOTAL		40.00							47.50							40.00							32.00						
	BIWEEKLY PAYROLL TOTAL									87.50							72.00													
	PAYROLL PERIOD									5							6													

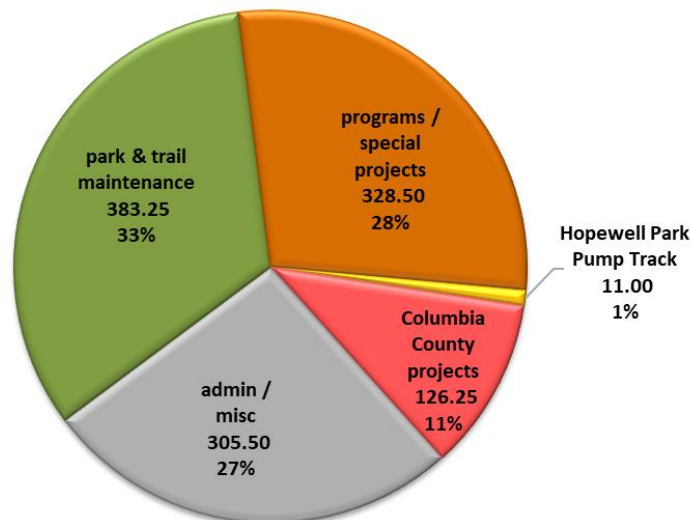
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DIRECTOR'S REPORT (continued)

MARC STAFF 2025 COMBINED TIME ACCOUNTING										
STOUDT AS OF 3/20/25; OTHERS AS OF 3/8/25										
TASK	BEAM	BREHM	PIATT	REINARD	STOUDT	NEWHIRE1	NEWHIRE2	(INTERN)	BULGER (DASD CO-OP)	PROJECT TOTAL HOURS
Hess Recreation Area	-	1.50	-	-	10.00	-	-	-	-	11.50
Hopewell Park / Danville Farm Trails	-	-	-	-	46.50	-	-	-	-	46.50
Mill Park	-	7.00	-	-	13.75	-	-	-	-	20.75
Montour Preserve admin / maintenance	-	206.75	26.50	-	51.25	-	-	-	18.50	303.00
Montour Preserve programs / events	-	173.00	35.50	19.00	40.75	-	-	-	10.00	278.25
North Branch Canal Trail (Montour Co.)	-	-	-	-	1.50	-	-	-	-	1.50
NBCT Trailhead / River Access	-	-	-	-	-	-	-	-	-	-
bike / ped safety projects	-	-	-	-	4.50	-	-	-	-	4.50
bicycle routes mapping & promotion	-	-	-	-	-	-	-	-	-	-
Chillisquaque Creek projects	-	-	-	-	1.50	-	-	-	-	1.50
Danville Borough play set installation	-	-	-	-	-	-	-	-	-	-
Dirty Grin (Pig Iron Enduro)	-	-	-	-	-	-	-	-	-	-
Hopewell Park Pump Track admin	-	1.00	-	-	10.00	-	-	-	-	11.00
Hopewell Park Pump Track construction	-	-	-	-	-	-	-	-	-	-
MARC 20th anniversary event	-	-	-	-	-	-	-	-	-	-
PICL Coaches' conference	-	-	-	-	2.75	-	-	-	-	2.75
regional mountain biking promotion	-	-	-	-	0.25	-	-	-	-	0.25
Riverside Borough projects	-	-	-	-	-	-	-	-	-	-
special projects & events - other	-	1.50	-	-	21.50	-	-	-	-	23.00
tourism promotion special projects - other	-	-	-	-	15.50	-	-	-	-	15.50
Washingtonville - DeLong Park pathway	-	-	-	-	0.75	-	-	-	-	0.75
Washingtonville Revitalization - other	-	-	0.50	-	1.50	-	-	-	-	2.00
wellness special projects	-	-	-	-	-	-	-	-	-	-
Columbia County North Branch Canal Trail	-	-	-	-	1.25	-	-	-	-	1.25
Columbia County Legion Road parcel	-	-	-	-	-	-	-	-	-	-
Columbia County Briar Creek Disc Golf	-	29.00	5.00	-	46.25	-	-	-	1.50	81.75
Columbia County Fishing Creek	-	-	-	-	22.25	-	-	-	-	22.25
Columbia County NBCT Feasibility Study	-	-	-	-	-	-	-	-	-	-
Columbia County Greenway Plan	-	-	-	-	0.25	-	-	-	-	0.25
Columbia County other 5	-	-	-	-	-	-	-	-	-	-
Columbia County admin / other	-	2.00	-	-	18.75	-	-	-	-	20.75
admin / misc. other	-	19.50	-	-	227.25	-	-	-	-	246.75
training / professional development	-	7.00	-	-	-	-	-	-	-	7.00
PAID TIME OFF	-	-	-	-	27.75	-	-	-	-	27.75
HOLIDAY	-	8.00	8.00	-	8.00	-	-	-	-	24.00
TOTALS	-	456.25	75.50	19.00	573.75	-	-	-	30.00	1,154.50
YTD AVERAGE HOURS WORKED / WEEK	-	45.6	7.6	1.9	47.8	-	-	-	3.0	

MARC STAFF TIME TRACKING YEAR-TO-DATE 2025 SUMMARY



DIRECTOR'S REPORT (continued)

GRANTS

- **Montour County Hotel Tax**
 - As of 3/20/25, no Montour County Hotel Tax grant funds remain earmarked in MARC's accounts
- **DCNR 2020 Non-Motorized Trails Grant - Danville Borough Levee North Branch Canal Trail Construction (administered by Danville Borough) (no updates since last meeting)**
 - After receiving negative feedback from reviewing agencies, LIVIC Civil has proposed a realignment of the Danville Borough Levee North Branch Canal Trail connection from the levee system to the adjacent Danville Soccer Park
 - The proposed realignment will increase project costs by \$20,000
 - MARC will work in 2025 to help find the necessary funding
 - Draft mapping of this and other proposed trail connections is available at <https://www.google.com/maps/d/edit?mid=17se2PMghOEBzg70bdSTOG3HPCTTO9drE&usp=sharing>
 - Additional reviews are ongoing
 - Once complete, Danville Borough will be able to acquire the necessary project right-of-ways
 - Final designs will be subject for permit review by DEP and the US Army Corps of Engineers
 - Construction may occur in late 2025 or 2026
- **Mahoning Township American Rescue Plan Grant (no updates since last meeting)**
 - MARC on 12/13/21 was awarded \$25,000 in American Rescue Act grant funding from Mahoning Township
 - Funds are to be used to offset the negative economic impact of COVID-19 on MARC's operations and to be focused on projects of importance to Mahoning Township residents
 - MARC on 12/30/21 expended \$9,305 to pay Kleinfelder for engineering work for the Hess Loop Trail (J. Manley Robbins Trail) at the Hess Recreation Area
 - \$15,796.78 (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
- **Susquehanna River Basin Commission Stream and Watershed Enhancement Grant Program**
 - Stoudt has submitted the required grant closeout documentation, and the grant is now complete
 - This grant will not appear in future reports
- **Susquehanna Greenway Partnership 2023 Mini-Grant Program**
 - MARC in 2024 was awarded \$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 has received and deposited to a dedicated checking account \$800 in grant funding
 - Stoudt has provided a draft design to the Susquehanna Greenway Partnership for approval before fabrication and installation
 - All work and grant closeout documentation must be completed by 6/30/25

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 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
 - MARC has received the necessary information from the solar development project planned for lands adjacent to Hopewell Park and is able to proceed with the next phase of project engineering and design
 - Stoudt has met with project stakeholders and representatives of the American Ramp Company in recent weeks to finalize the tasks needed to allow the project to move forward
 - As of 3/20/25, Stoudt remains confident work may begin in August 2025, subject to the successful completion of all required permitting
 - All work must be completed, including grant closeout, by 12/31/25

DIRECTOR'S REPORT (continued)

MANAGED SITES

- **Hess Recreation Area**

- The final phase of the resurfacing of the roadway with Driving Surface Aggregate is anticipated in summer 2025, subject to receipt of grant funding
- Stoudt has met 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
 - MARC continues to await a proposal for engineering services and bid document preparation
 - No significant changes to trail conditions have been noted by MARC's staff or volunteers
 - MARC's staff will work in coming months to repair several minor drainage issues, allowing easier access by contractors for future work
- MARC continues to clear downed trees and other issues on a regular basis
- 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 has completed the draft design of the sign and has provided it to Susquehanna Greenway Partnership staff for review and approval before fabrication and installation
 - Grant funds must be expended and close-out documentation submitted by 6/30/25
- SEDA-COG on 9/30/24 installed two trail counters at the Beaver Place trailhead and near the park entrance trailhead to record trail usage for one year
 - A SEDA-COG Metropolitan Planning Organization-created story map of regional trail demand patterns is available at <https://storymaps.arcgis.com/stories/b55ba5dda05440928c763dcf248e14ab>
 - Data from the trail counters at Hopewell Park and the Hess Loop Trail will be added to the story map in coming months as information becomes available

DIRECTOR'S REPORT (continued)

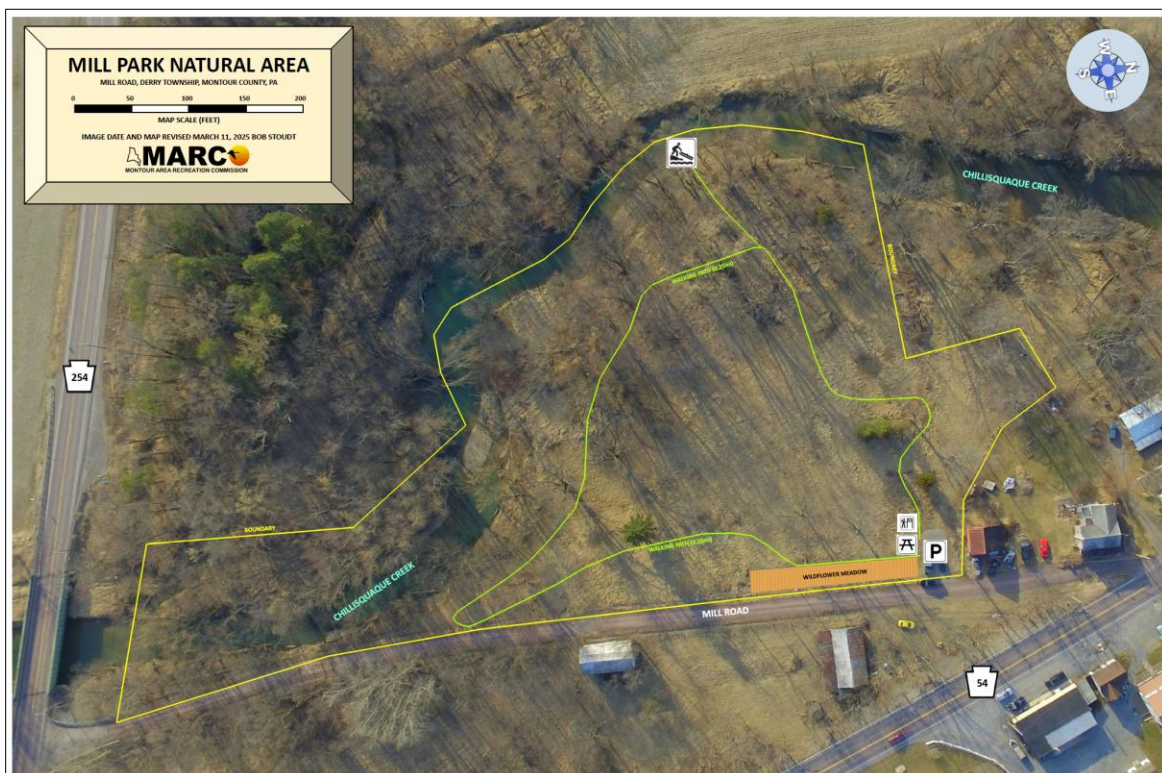
MANAGED SITES (continued)

• Hopewell Park / Danville Borough Farm Trail System

- SEDA-COG on 9/30/24 installed a trail counter at the trailhead to record trail usage for one year
 - A SEDA-COG Metropolitan Planning Organization-created story map of regional trail demand patterns is available at <https://storymaps.arcgis.com/stories/b55ba5dda05440928c763dcf248e14ab>
 - Data from the trail counters at Hopewell Park and the Hess Loop Trail will be added to the story map in coming months as information becomes available
- Stoudt remains engaged with Danville Borough regarding the ongoing discussion of forest management planning at the Danville Borough Farm and other Borough-owned properties and has assisted with mapping of Danville Borough-owned properties and forested areas
 - Stoudt anticipates discussions will continue through 2025
- The Danville Borough Farm Land / Facility Use Memorandum of Understanding between the Borough of Danville and MARC is set to expire in October 2025
 - Danville Borough Council on 1/15/25 began discussion of the agreement and recommended Borough staff prepare updates for Council's consideration at upcoming meetings
 - Stoudt attended Danville Council's meeting on 2/11/25 to continue the discussion
 - Stoudt will present the updated agreement for MARC's consideration at an upcoming meeting, once approved by Danville Borough

• Mill Park Natural Area

- MARC staff are preparing for spring cleanup and improvement efforts at the newly created Mill Park Natural Area in Derry Township, near Washingtonville
 - Efforts will include walking path creation, stream access creation, litter cleanup, vegetation management, signage, and placement of a picnic table



DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

- **Montour Preserve**

- Lake Chillisquaque is closed to boating from March 15 – April 30
- MARC has continued to coordinate with the Middle Susquehanna Riverkeeper Association's Vernal School to prioritize maintenance needs and 2025 funding priorities at the Montour Preserve
 - Work is ongoing to stabilize the Muskrat Blind
 - Work resumed in January and is hoped to be complete by this spring
 - The blind remains closed to all use until repairs are complete
- MARC has requested a quote from Johnson Controls to update the visitors' center fire alarm system

- **Montour Township (Columbia County) Legion Road parcel** (no updates since last meeting)

- MARC staff and Trail Stewards will continue to monitor for trespassing concerns on the adjacent North Shore Railroad

- **North Branch Canal Trail** (no updates since last meeting)

- MARC will repair the failed culvert pipe between trail miles 1.3 – 1.4 as soon as conditions allow
 - Stoudt has consulted with Montour County Conservation District and PA DEP officials to satisfy permitting concerns for the project
- 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 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
 - It is anticipated this project will be funded by Columbia County as part of an updated Memorandum of Understanding
- Montour County continues legal action against the owner of the Bear Hunters' Grove Campground to resolve the years-long property ownership dispute
 - Stoudt anticipates legal proceedings will be ongoing through the winter
 - 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)

- **North Branch Canal Trail trailhead and river access (River Drive parcel)** (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
 - Stoudt has been advised that site visitors are confused with how to access the North Branch Canal Trail from the site
 - Stoudt will create new signage to be posted at the site directing visitors to the trail

SPECIAL PROJECTS AND EVENTS

- **Bicycle / Pedestrian Safety Projects**
 - Stoudt continues to serve on the SEDA-COG Metropolitan Planning Organization Committee on behalf of Montour County and Multi-Modal Transportation interests
 - Stoudt continues to serve on 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)
 - MARC has completed the mapping, driving, and photographing of several bicycling routes around 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
 - Stoudt will create a new page on MARC's website for distribution of the content
 - Project release is anticipated early 2025
- **Chilli Challenge Adventure Triathlon** (no update since last meeting)
 - Event will not be held in 2024
- **Chillisquaque Creek Cleanup and Promotion**
 - MARC staff will work with Washingtonville Borough and other partners to conduct litter cleanup and log jam removal efforts along the Chillisquaque Creek in 2025 when conditions allow
 - MARC will consult with the Montour County Conservation District, DEP, and other agencies to determine best practices and permitting requirements for log jam clearing
 - MARC will create a new brochure promoting the recreational potential and history of the Chillisquaque Creek watershed
 - As part of MARC's work at the Mill Park Natural Area, MARC will create a new hand-carry stream access
 - Stoudt and Chairman Dombroski continue to explore options for new stream access locations along Chillisquaque Creek

DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS (continued)

- **Columbia County projects**

- MARC staff have been working on permitting for the Briar Creek Lake Park Disc Golf Course project
- Subject to final confirmations from project partners, MARC anticipates holding a public information session for the project on April 9
 - details will be released as soon as confirmed

- **Danville Borough Play Set Installation**

- All metal and wooden components of the donated St. Joseph Catholic School play set have been restored by students of the SUN Area Technical School, under the supervision of Don Gunther
- All components are in MARC storage, awaiting reconstruction
- It is anticipated the play set will be reconstructed at the F.Q. Hartman Recreation Area, per the wishes of Danville Borough, when MARC can secure the necessary funding for the project (estimated at \$7,500)

- **Girls ROC Camps** (no update since last meeting)

- As of 2/21/25, MARC has \$1,052.74 earmarked in its general checking account for 2025 program expenses
- Camp dates and information are available at <https://www.hammersmtb.com/girls-roc-camp>

- **MARC 20th Anniversary Celebration**

- Saturday, 5/17/25, at the Montour Preserve
- events will include a Van Wagner concert at 7pm
- MARC staff are working to confirm other event details

- **PICL Coaches' Retreat**

- Stoudt is assisting the Columbia Montour Visitors Bureau with planning for the 5/2 – 5/4/25 Pennsylvania Interscholastic Cycling League (PICL) Coaches' Retreat in Danville (in conjunction with the Danville Business Alliance's Spring Fling)

- **Pig Iron Enduro**

- MARC is anticipating a tentative date of Sunday, 6/22/25, but has not received official confirmation

- **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 1/25/25, the map has been viewed 5,839 times
 - MARC will add additional content to the page as time allows
- Stoudt continues to collaborate with the Columbia Montour 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 and other regional partners to identify branding and promotional potential for regional mountain biking assets

DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS (continued)

- **Riverside Borough Parks Revitalization**

- Stoudt anticipates installing the replacement sign for the Riverside Borough river access in early spring
- Stoudt will remain in contact with Riverside Borough representatives to discuss opportunities for MARC to assist with revitalizing the Borough's parks and outdoor recreation areas

- **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

- **Tourism Promotion Special Projects – Other**

- Stoudt continues to participate in meetings of the Danville Heritage Festival Committee
- MARC is assisting the Columbia Montour Visitors Bureau with planning for several outdoor recreation-related special events planned for 2025 and 2026

- **Wellness Special Projects (in partnership with Geisinger)**

- No updates

- **Washingtonville Revitalization Projects**

- Stoudt and Chairman Dombroski are evaluating options for additional expansions of the DeLong Park pathway system in 2025, funding permitting
- Stoudt continues to participate in meetings of the Washingtonville Revitalization Committee to assist with projects of mutual interest
- MARC will assist with planned Washingtonville Borough 250th anniversary celebrations and related activities

OTHER UPDATES

- Brehm continues to participate in the Foundation of the Columbia Montour Chamber of Commerce's Leadership Central Penn class

UPCOMING PROGRAMS AND EVENTS

- For more details about upcoming Vernal School programs at the Montour Preserve, please visit <http://www.vernalschool.org/the-programs.html>
- 5/2 – 5/4/25 PICL Coaches' Conference (Spring Fling)
- 5/17/25 MARC 20th Anniversary Celebration
- 6/22/25 Pig Iron Enduro (tentative)



Borough of Washingtonville *Settled 1775*

Borough of Washingtonville
821 County Line Road
Turbotville, PA 17772

WASHINGTONVILLE 11th ANNUAL BEAUTIFICATION DAY

WHO: Washingtonville Borough Council, Washingtonville Revitalization Committee, and Jane E. DeLong Memorial Hall Association.

WHAT: Volunteers are needed to assist our community on the following projects:

- **Litter clean up around the borough**
- **Weed and mulching at:**
 - DeLong Park
 - Jane E. DeLong Memorial Building
 - Old Methodist Church Cemetery
 - Route 54 Strawberry Ridge Road Intersection
- **Painting projects at:**
 - DeLong Hall office and shed
 - DeLong Park
 - Kiosk
 - Flower Beds
 - Concession Stand
 - Scoreboard
 - Washingtonville Sign
 - Park benches
 - Borough-Wide
 - Light pole bases
 - Street curbs

WHEN: Saturday, April 12th, 2025, 9 AM to 12:30 PM.

WHERE: Meet at the Jane E. DeLong Memorial Hall Building, 1129 Third Street, Washingtonville, PA 17884.

WHAT WILL BE NEEDED: Drinks, gloves, garden tools, paint rollers, brooms, stone rakes, shovels. Please remember to practice work safety and respect traffic conditions.

WHY: Since 2015, the borough has held beautification days to undertake small budget yet impactful projects which improve our community.

THANK YOU: A hamburger and hot dog lunch will be provided for our volunteers.

CONTACT: Tyler Dombroski, 570-220-0596.



Ford F350 Super Duty

Year: 2006

Mileage: 38,263

WS Agreement Number: _____-RA
WBS: _____

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 ~~\$5,208.66~~.
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 15, 2025, and shall continue until September 30, 2025. 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 Stoudt, 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): A. Karlheim

FINANCIAL PLAN

Cost Element		Full Cost
Personnel Compensation		\$3,379.47
Other Services (Vehicle Fuel and Maintenance)		\$432.00
Supplies, Materials and Equipment		\$285.00
Subtotal (Direct Charges)		\$4,096.47
Pooled Job Costs [for non-Over-the Counter projects]	11.00%	\$450.61
Indirect Costs	16.15%	\$661.58
Agreement Total		\$5,208.66
The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed: \$5,208.66		
Please note that invoices will be processed at the above selected frequency and will include all expenses that have posted to the system at that time. It is possible that these invoices may vary significantly depending upon what expenses are listed when the invoice is processed.		
There are 3 billing options, please circle your desired billing option:		
Monthly Billing	Quarterly Billing	Paid In Full

Financial Point of Contact/Billing Address:

Montour Preserve
Montour Area Recreation Commission
374 Preserve Road
Danville, PA 17821
(570) 336-2060
rstoudt@montourrec.com

USDA – APHIS - WS State Office
USDA APHIS WS PA
Breanna (Mutzabaugh) Desenberg
PO Box 60827
Harrisburg, PA 17106-0827
(717) 236-9451
breanna.r.mutzabaugh@usda.gov