

**LETORT REGIONAL AUTHORITY**  
**415 Franklin Street**  
**Carlisle, PA 17013**

**MINUTES OF THE LETORT REGIONAL AUTHORITY**  
**November 16, 2017**

The meeting was held on Thursday, November 16, 2017, at the Carlisle Community Center. In Andy's absence, the meeting was called to order by James Ruhl at 7:01 p.m.

**ATTENDANCE**

**Members / Representatives**

**Present:** Bill Berwick, Sandy Kern, Dominik Maida, and Herb Weigl

**Members / Representatives Absent:** Dennis Burkett, Brett Flower, Frank Gally, Jinnie Monismith / ALLARM Representative, and Andy Parker

**Staff Present:** Kathy Russell

Since we do not have a quorum, Andy will vote via email to approve all motions made at this meeting.

**PUBLIC COMMENT** – Ivy Gilbert introduced herself and said she is participating in the Dickinson College Senior Leadership Program. As part of this program, she would like to attend the LRA meetings and participate in events sponsored by the LRA during the months of the school year. Welcome, Ivy.

**PRESENTATIONS** – None

**ANNOUNCEMENT** – None

**APPROVAL OF MINUTES** – Sandy made a motion to approve the October minutes. Herb seconded the motion, with Andy's email vote, the motion carried.

**Administrator** - (Kathy Russell) – None

**COMMITTEE REPORTS**

**Finance / Budget** – (Herb Weigl)

**Monthly Financial Status**

The memorandum of bills is as follows:

**Receipts:**

Current Month	
Plana Review Fee.....	+\$100.00
Grants	
Faulkner Subaru .....	+\$4,500.00
CVVB.....	+\$300.00
Prior month Interest.....	+\$24.65
<b>TOTAL RECEIPTS.....</b>	<b>+\$4,924.62</b>

**Bills Requiring Approval:**

Administrator.....	-\$300.00
Verizon Wireless .....	-\$26.76
PetFest (Facebook Ad*) .....	-\$20.00
Carlisle Garden Club (Trailhead Garden - mulch).....	-\$300.00
ALLARM (Stream Monitoring).....	-\$1,000.00
<b>TOTAL BILLS requiring approval .....</b>	<b>\$1,646.76</b>

\*Reimburse Sandy Kern

Herb made a motion to approve the November monthly bills for payment in the amount of \$1,646.76. Bill seconded the motion, with Andy's email vote, the motion carried.

**Treasurer's Report:**

**BANK ASSET ACCOUNTS:**

**BUSINESS CHECKING ACCOUNT (07)**

Beginning Balance .....	\$100.00	
Transfer from Business Savings Acct.....	+\$1,326.76	
Paid bill.....	-\$1,326.76	
Transfer from Supplemental Savings Acct .....	+\$20.00	
Paid bill.....	-\$20.00	
Transfer from Money Mgmt. Savings Acct.....	+\$300.00	
Paid bill.....	-\$300.00	
<b>Closing Account Balance .....</b>		<b>\$100.00</b>

**BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND**

Beginning Balance .....	\$16,786.12	
Interest.....	+\$0.70	
Deposit CVVB Grant.....	+\$300.00	
Transfer to Checking.....	-\$1,326.76	
<b>Closing Account Balance.....</b>		<b>\$15,760.06</b>

**BUSINESS MONEY MANAGEMENT SAVINGS, FRIENDS OF THE LETORT**

Beginning Balance .....	\$11,635.58	
Interest.....	+\$0.49	
Transfer to Checking.....	-\$300.00	
<b>Closing Account Balance.....</b>		<b>\$11,336.07</b>

**BUSINESS SUPPLEMENTAL SAVINGS, FAULKNER GRANT**

Beginning Balance .....	\$1,543.96	
Faulkner Subaru Grant.....	+\$4,500.00	
Interest.....	+\$0.16	
Transfer to Checking.....	-\$20.00	
<b>Closing Account Balance.....</b>		<b>\$6,024.12</b>

**CERTIFICATE OF DEPOSIT #43 (25 Month)**

Beginning Balance .....	\$5,087.16	
Interest.....	+\$5.79	
<b>Closing Account Balance.....</b>		<b>\$5,092.95</b>

**CERTIFICATE OF DEPOSIT #44 (25 Month)**

Beginning Balance .....	\$5,087.16	
Interest.....	+\$5.79	
<b>Closing Account Balance.....</b>		<b>\$5,092.95</b>

**CERTIFICATE OF DEPOSIT #45 (25 Month)**

Beginning Balance .....	\$5,179.75	
Interest.....	+\$5.89	
<b>Closing Account Balance.....</b>		<b>\$5,185.64</b>

**CERTIFICATE OF DEPOSIT #46 (25 Month)**

Beginning Balance .....	\$5,122.45	
Interest.....	+\$5.83	
<b>Closing Account Balance.....</b>		<b>\$5,128.28</b>

**TOTAL FINANCIAL ASSETS ON DEPOSIT.....** **\$53,720.07**

**ON HAND FOR DEPOSIT.....** **\$100.00**

**TOTAL FINANCIAL ASSETS ON DEPOSIT:.....** **\$53,820.07**

- Financial Summary – Herb reviewed the financial summary figures.
- Budget Report – The budget report is as noted.
  - Herb commented that everything is tracking well with the budget.
  - Herb made one revision – moving \$320 from Friends to trail maintenance.

**Friends of LeTort** – Brett Flower

- Herb is working on the annual appeal letter.
- After a brief discussion, Herb made a motion to go back to the original simplified Friends membership structure. Sandy seconded the motion, with Andy's email vote, the motion carried.
- Faulkner Pet Fest – Brett absent – no report

**Grants** – Andy Parker

- Cumberland Valley Visitors Bureau mini-grant – trail counts – All documents have been submitted, and this grant is now closed.

**Audit** – James Ruhl – No Report

**Information and Education** - Sandy Kern

- Recent press releases – none
- Facebook posts – Sandy continues to post on the Facebook page and asked board members to email her photos and information when they walk on the trail, fish in the stream or do other LeTort activities.

- Website stats and updates –
  - Sandy has drafted a “history” section for our website.
  - Herb has drafted a “fishing” section for our website.
  - It was suggested that a meeting be scheduled to work on merging all of the writeups to prepare them for submission to Cross and Crown.
  - We were informed by Pixel and Hammer that our hosting fees will be increased in 2018.
  - Andy is working on getting a quote from Cross & Crown for hosting of our site to compare.

**Nature Trail** – Dennis Burkett

- Trail maintenance –
  - Herb will follow up with Dennis to see when the trail mowing is scheduled to happen.
  - Herb will follow up with Brett on the labels for the trail map boxes.
    - It was suggested the words “TRAIL MAPS” be added to the label.
- Union Quarry Help – No report.
- Trail signage – No report.
- Tree maintenance – Andy continues to keep an eye on several leaning trees.
- Fill your trail map boxes –
  - Herb replaced the screws in the trail map boxes and filled his box with maps.

**Long-Range Planning & Easements** - Andy Parker

- Cumberland Conservation Collaborative report (Herb) –
  - Herb reported on the CCC meeting.
  - The next meeting will be held in January 2018.
- CPC purchase of Burgoon property –
  - Anna Yelk from the Central Pennsylvania Conservancy would like to give the Authority an update on the cress bed land acquisition at our December meeting.
- Follow up on PennDOT ROW at SR 74 Bridge and SMTA Water Interconnect – No report

**Stream Ecology** – Bill Berwick

- ALLARM report and analysis –
  - Bill reviewed the water quality report, and stated that the readings are within the guidelines. The water temps are a bit colder this year versus last year, but that is good for the fish.

**Project Review** - Andy Parker

- A new project came in for review (Dunkin Donuts). Andy will review and report at the next meeting.

**OLD BUSINESS:**

- Board Vacancies – Middlesex Township and North Middleton Township.
  - James was contacted by a woman from North Middleton Township who expressed an interest in the LRA. James will call her back.
- Insurance Renewal – No report from Joann, our agent at Strickler’s Insurance. She is looking into finding us a better rate than we are getting with PennPRIME. Andy will follow up with her.

**NEW BUSINESS:**

- SUNOCO Mariner East Pipeline Fines –
  - The Commonwealth has temporarily shut down drilling.
  - There is a series of fines being charged to SUNOCO, and we are trying to think of a way we could make our case that we should get a portion of these funds.
    - Herb spoke with Gil Freedman at the CCC meeting.
      - Gil is the person behind the concept of the fines.
      - The Conodoguinet Creek Watershed Association has not officially taken any action on this issue..
      - This is an individual effort by Gil, who is frustrated that he cannot find a name at SUNOCO to contact.
      - Herb is not sure any of the mud got into the LeTort.
      - In previous cases where companies are fined, often times those fines are allocated to conservation type organizations within that geographic area.
        - Herb feels that the LRA, the Conodoguinet Watershed Association, the Yellow Breeches Watershed Association, the Big Spring Watershed Association, and Central Pennsylvania Conservancy should get together and figure out how we would want to ask the courts or other agencies how to get the funds allocated, versus pursuing as individual organizations.

- As the nominating committee, Brett and Dennis should be prepared to present the 2018 slate of officers at the December meeting.
- The Capital RC&D board meeting to be held tomorrow, November 17 at 9:00 a.m. at the Carlisle Conservation District Office.
  - Capital RC&D is seeking to understand the current status and needs of our region's watershed groups and has requested the LRA's participation in a panel discussion.
  - They are looking at storm water management and want to know if they can help groups like the LRA that have a responsibility to manage or work with watershed associations.
  - Herb will attend this meeting on the LRA's behalf.
    - Herb's concern is how we can continue to maintain the trail over a long-term period given the LRA's limited financial assets.
- Herb expressed some concern that the December LRA meeting is being held too close to the Christmas holiday. He is worried that members will be traveling, and we won't have a quorum.
  - Public notice must be made if the meeting date is changed.
  - The cost to publish a change in meeting date is too expensive.
  - If needed, a vote can be done by phone, text, or email.
  - Herb suggested we consider revising the December meeting date in 2018 to one week earlier.
- Sandy questioned whether the LRA funding from the Carlisle Borough was approved.
  - Brett and Andy did attend and presented our request to the Borough.

Bill made a motion to adjourn the meeting. Sandy seconded the motion, with Andy's email vote, the meeting adjourned at 7:55 p.m.

**NEXT MEETING**

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, December 21, 2017, at 7:00 p.m. at the Carlisle Community Center in Carlisle, PA.

12/21/17  
Date Adopted  
Prepared by: Kathy L. Russell

Sandy Kern  
Sandy Kern, Secretary