

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
October 18, 2018

The meeting was held on Thursday, October 18, 2018, at the Carlisle Community Center. The meeting was called to order by Andy Parker at 7:00 p.m.

ATTENDANCE

Members / Representatives

Present: Brett Flower, Dennis Burkett, Bill Berwick, Sandy Kern, James Ruhl, Andy Parker, Herb Weigl, and Jinnie Woodward

Members / Representatives Absent: Andrew Linhome

Staff Present: Kathy Russell

PUBLIC COMMENT – None

PRESENTATIONS – None

ANNOUNCEMENT – None

APPROVAL OF MINUTES – Dennis made a motion to approve the September minutes. Herb seconded the motion, and the motion carried.

Administrator - (Kathy Russell) – None

COMMITTEE REPORTS

Finance / Budget – (Herb Weigl) – No Report

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

| | | |
|---------------------------------|--|-----------------|
| Current Month | | |
| Friends Cash Contribution | | +\$50.00 |
| Prior month Interest | | +\$36.90 |
| TOTAL RECEIPTS | | +\$86.90 |

Bills Requiring Approval:

| | |
|--------------------------------------------------|-----------------|
| Administrator | -\$300.00 |
| Verizon Wireless | -\$26.62 |
| Paul's Tree Service..... | -\$300.00 |
| Brett Flower (Bur of Corp & Charit. Orgs.) | -\$186.00 |
| TOTAL BILLS requiring approval | \$812.82 |

Herb made a motion to approve the October monthly bills for payment in the amount of \$812.82. James seconded the motion, and the motion carried.

Treasurer's Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

| | | |
|-------------------------------------------|-----------|-----------------|
| Beginning Balance | \$450.00 | |
| Transfer from Business Savings Acct. | +\$462.82 | |
| Paid bill | -\$812.82 | |
| Closing Account Balance | | \$100.00 |

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

| | | |
|-------------------------------------|-------------|--------------------|
| Beginning Balance | \$14,488.36 | |
| Interest..... | +\$.60 | |
| Transfer to Checking..... | -\$462.82 | |
| Closing Account Balance..... | | \$14,026.14 |

BUSINESS MONEY MANAGEMENT SAVINGS, FRIENDS OF THE LETORT

| | | |
|-------------------------------------|------------|-------------------|
| Beginning Balance | \$9,142.69 | |
| Donation | \$50.00 | |
| Interest..... | +\$1.51 | |
| Closing Account Balance..... | | \$9,194.20 |

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUN

| | | |
|-------------------------------------|------------|-------------------|
| Beginning Balance | \$2,650.73 | |
| Interest..... | +\$.11 | |
| Closing Account Balance..... | | \$2,650.84 |

| | | |
|------------------------------------------------|----------------|--------------------|
| CERTIFICATE OF DEPOSIT #41 (25 Month) | | |
| Beginning Balance | \$5,156.04 | |
| Interest..... | <u>+\$9.66</u> | |
| Closing Account Balance..... | | \$5,165.70 |
| CERTIFICATE OF DEPOSIT #45 (25 Month) | | |
| Beginning Balance | \$5,243.80 | |
| Interest..... | <u>+\$5.78</u> | |
| Closing Account Balance..... | | \$5,249.58 |
| CERTIFICATE OF DEPOSIT #46 (25 Month) | | |
| Beginning Balance | \$5,185.81 | |
| Interest..... | <u>+\$5.71</u> | |
| Closing Account Balance..... | | \$5,191.52 |
| CERTIFICATE OF DEPOSIT #47 (15 Month) | | |
| Beginning Balance | \$5,041.09 | |
| Interest..... | <u>+\$5.14</u> | |
| Closing Account Balance..... | | \$5,046.23 |
| CERTIFICATE OF DEPOSIT #48 (15 Month) | | |
| Beginning Balance | \$5,154.12 | |
| Interest..... | <u>+\$8.39</u> | |
| Closing Account Balance..... | | \$5,162.51 |
| TOTAL FINANCIAL ASSETS ON DEPOSIT:..... | | \$51,786.72 |

- Financial Summary – The financial summary report is as noted.
- Budget Report – Herb reported that we are spending more than we are taking in, but we will be back on track once we have received the Middlesex Township contribution, which should be receiving in the near future.

Friends of LeTort – Brett Flower

- Letter Campaign –
 - Brett will work on updating the letter draft so that it can be sent out before the end of the year.
 - Once the letter is updated it can be merged with the addresses, printed, and sent out.
 - Kathy has the envelopes printed, stamped and ready to go.
- Andy has sent out our municipal funding request to the Carlisle Borough, Cumberland County, and all townships.
 - Andy received notice from South Middleton Township that they are processing our request.
 - Andy went to the Carlisle Borough hearing last week to make the public request for the funds.
 - Herb spoke with the secretary of Middlesex Township to make sure they received our request and to offer his assistance if needed.
 - No response from North Middletown Township or Cumberland County.
 - James suggested that we use the Cumberland County GIS tax map to target residence located along the LeTort to solicit funding from them.
 - Andy spoke with Stephanie Williams at the County Planning. They would not give us the names and addresses of people for fund raising purposes.
 - Brett asked if donations are tax deductible?
 - Andy said that we had researched this topic before, and donations would be tax-deductible.
 - James, Brett, and Andy will research the tax-deductible topic again.

Grants – Andy Parker – Bill reported that Giant Food Stores will not be deciding on bench requests until February.

Audit – James Ruhl – No report

Information and Education - Sandy Kern

- Recent press releases – None
- Facebook posts – Sandy continues to post on our Facebook page. She submitted a listing of all of her posts and asked to everyone to share any LeTort news or photos with her.
- Web page content – Andy sent out an Alpha version of the new website. There are a number of items that need to be revised. Andy asked everyone to please review this version and get your additions or correction to Andy as soon as possible so that he can compile them and have them submitted to Cross and Crown.
 - Kathy will send Andy the PDF files of approved minutes.
 - Jinnie will send Andy the PDF files of the stream monitoring results and photos of the stream monitoring sites.
 - Andy forwarded the Alpha version to Chris at Faulkner Subaru to show that we are making progress on our web page.

Nature Trail – Dennis Burkett

- Trail maintenance – (following the meeting, Dennis reported that the trail is in good shape with only small sticks down on the trail bed)

- Tree maintenance –
 - The tree on the Rains property has been removed and the invoice has been paid.
- Fill your trail map boxes – Please continue to fill your assigned map boxes as needed.

Long-Range Planning & Easements - Andy Parker

- Cumberland Conservation Collaborative report (Herb) – No report
- CCC Bylaws – We reviewed the Bylaws comments are as follows:
 - Section III – item A – typo – Board of Directors shall consist of 4 executive officers not offers....
 - Section III – item D – it does not talk about needing a quorum to vote.
 - Section VII – items A & B are contradictory.
 - How can one enter into any legal commitment without prior approval of the board?
 - Section VII – add an item – There should be multiple signatures on checks.
- LRA Articles of Incorporation – No need to update this document at this time.

Stream Ecology - William Berwick

- ALLARM report and analysis – (even months) –
 - Jinnie reported that values are consistent.
 - The nitrates figures are a little bit higher than they have been in the past.
 - Ortho-phosphate at site 2 was high.
 - Andy suggested this high reading may tie in with what the CPC is doing.
 - Andy spoke with Ben Mummert about him trying to remove invasive species in the stream, but that also releases sediment where phosphate is tied to sediment.
 - We don't want to see dead vegetation and the damage without a plan to stabilize things.
 -

Project Review - Andy Parker – None

OLD BUSINESS:

- Board Vacancies – North Middleton Township, Middlesex Township
- High Street Closing – Andy met with PennDOT regarding the right-of-way closing. We are expecting to receive a \$2,813.50 settlement check in 6-8 weeks, hopefully by the end of 2018.
 - 884 square feet of right-of-way take (under the bridge).
 - 1,682 square feet of temporary construction easement, which they plan to restore.
 - Andy would like to have a swale added at the parking lot area so that water can be intercepted before it runs down to the stream.
- Insurance:
 - The Allstate Insurance questionnaire has been completed and Kathy will submit it to Allstate for an insurance quote for next year.
 - Andy sent a request out to Strickler Insurance to see what our options are for renewal of our insurance contract.
 - James will check with our auditors to see if they have any suggestions for insurance.

NEW BUSINESS:

- Andy reported that a Dickinson senior environmental science student, Michael Maranelli, is conducting independent research in regards to Union Quarry's property's impact on turbidity in the LeTort. He is collecting his own data, almost daily and is hoping to share their data on turbidity.
 - Andy will forward Michael's request to Jinnie and Jinnie will follow up.
- Miriam Crawfoot Award – Nominations? We are required to consider this award once a year. We have a potential for two awards one for an organization and one for individual. We have a potential organization that is pending qualification, the Central Pennsylvania Conservancy, however they have not yet completed the project that they would be nominated for.
 - Dennis suggest Faulkner Subaru, but they do not meet the proper requirements to qualify.
 - After a brief discussion and careful consideration, Herb mad a motion to table any nomination for 2018.
- Nominating Committee – Dennis volunteered to be the nominating committee. He will present a slate of officers 2019 at the December meeting.
- Andy received a phone call from Asplundh Tree Trimmers. They are going to be doing tree trimming along the powerline that runs parallel to I-81 / parallel with the new UGI gas line. It was a courtesy call to all property owners that they are going to be, over the next month or so, trimming trees back from their right-of-way and trimming any woody vegetation.

Dennis made a motion to adjourn the meeting. seconded the motion, and the motion carried. The meeting adjourned at 8:05 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, November 15, at 7:00 p.m. at the Carlisle Community Center in Carlisle, PA.

11/27/18
Date Adopted
Prepared by: Kathy L. Russell

Sandy Kohn
Sandy Kohn, Secretary