

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
December 20, 2018

The meeting was held on Thursday, December 20, 2018, at the Carlisle Community Center. The meeting was called to order at 7:00 by Andy Parker.

ATTENDANCE

Members / Representatives: Dennis Burkett, Bill Berwick, Andrew Lindhome, James Ruhl, Andy Parker, Herb Weigl

Present:

Members / Representatives Absent: Sandy Kern and Jinnie Woodward

Staff Absent: Kathy Russell

PUBLIC COMMENT – None

PRESENTATIONS – None

ANNOUNCEMENT – None

APPROVAL OF MINUTES – Dennis made a motion to approve the November minutes. Bill 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	
Plan Review Fees	+\$600.00
Friends Cash Contributions	+\$520.00
PennDOT Right-of-Way Taking/Easement	+\$2,813.50
Prior month Interest	<u>+\$37.89</u>
TOTAL RECEIPTS	+\$3,971.39

Bills Requiring Approval:

Administrator	-\$300.00
Verizon Wireless	-\$26.82
Thomas Shumaker (Mower Man Lawn Service)	-\$150.00
ALLARM	-41,000.00
Kathy L. Russell (Office Depot)	<u>-\$25.43</u>
TOTAL BILLS requiring approval	\$1,502.25

Herb made a motion to approve the December monthly bills for payment in the amount of \$1,502.25. Dennis seconded the motion, and the motion carried.

Treasurer's Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

Beginning Balance	\$100.00	
Transfer from Business Savings Acct.	+\$1,502.25	
Paid bill	<u>-\$1,502.25</u>	
Closing Account Balance		\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$17,200.60	
Interest	+\$1.43	
Plan Review Fee	+\$600.00	
PennDOT Right-of-Way	+\$2,813.50	
Transfer to Checking	<u>-\$1,502.25</u>	
Closing Account Balance		\$19,113.28

BUSINESS MONEY MANAGEMENT SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$9,195.76	
Interest	+\$1.51	
Donation	+\$50.00	
Donations	<u>+\$470.00</u>	
Closing Account Balance		\$9,717.27

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND

Beginning Balance	\$1,526.07	
Interest.....	<u>+\$0.17</u>	
Closing Account Balance.....		\$1,526.24
CERTIFICATE OF DEPOSIT #41 (25 Month)		
Beginning Balance	\$5,175.70	
Interest.....	<u>+\$9.70</u>	
Closing Account Balance.....		\$5,185.40
CERTIFICATE OF DEPOSIT #45 (25 Month)		
Beginning Balance	\$5,255.55	
Interest.....	<u>+\$5.79</u>	
Closing Account Balance.....		\$5,261.34
CERTIFICATE OF DEPOSIT #46 (25 Month)		
Beginning Balance	\$5,197.43	
Interest.....	<u>+\$5.72</u>	
Closing Account Balance.....		\$5,203.15
CERTIFICATE OF DEPOSIT #47 (15 Month)		
Beginning Balance	\$5,051.54	
Interest.....	<u>+\$5.15</u>	
Closing Account Balance.....		\$5,056.69
CERTIFICATE OF DEPOSIT #48 (15 Month)		
Beginning Balance	\$5,171.19	
Interest.....	<u>+\$8.42</u>	
Closing Account Balance.....		\$5,171.19
TOTAL FINANCIAL ASSETS ON DEPOSIT:.....		\$56,342.98

Herb announced that CD#45, which was a 25-month CD, will be coming due on January 19, 2019. Herb asked for approval to reinvest those funds into another CD. Currently, our options are a 20-month CD at 2.9% interest or a 19-month CD at 2.55% interest. After a brief discussion, Dennis made a motion to give Herb approval to reinvest CD#45 into a 20-month CD. James seconded the motion and the motion carried.

- Financial Summary – The financial summary report is as noted.
- Budget Report – Andy reviewed the budget and several revisions. Andy will revise the figures and reissue a new budget report.

Friends of LeTort – Brett Flower

- Letter Campaign –
 - The 2018 campaign letter was mailed out and funds are beginning to come in.
 - Kathy will send out thank you letters to contributors.
- CPC Event at Molly Pitcher is scheduled for 1/25/19. Andy will contact Anna at CPC to discuss this event.
 - Molly Pitcher will be brewing a bath of limestone ale. As long as this ale lasts, proceeds will go to the CPC.

Grants – Andy Parker – No report

Audit – James Ruhl – No report

Information and Education - Sandy Kern

- Recent press releases – None
- Facebook posts – Sandy emailed everyone a listing of the Facebook posts she has made over the last several months.
- Web page – Andy commented that we owe Cross and Crown our comments so that they can move forward with our website.
 - Once we have training on how to update the site, we will make additional changes ourselves.

Nature Trail – Dennis Burkett

- Trail maintenance – No report
- Tree maintenance – tree removal – Andy reported that there are a few willow trees down on the spur trail at Bonnybrook, and a large branch hung up in a tree above the trail that needs to be addressed.
- 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) – Herb announced that the CCC elected new officers for their board of directors for one- and two-year terms.

Stream Ecology - William Berwick

- ALLARM report and analysis – (even months) – The ALLARM water quality report was reviewed.
- Andy received an independent research paper from an undergraduate of Dickinson College entitled "The Effects of Discharge From Union Quarries on Turbidity and the Letort Spring Run". The student's conclusion was that the quarry is improving the quality of the water. If anyone would like a copy of this paper, please advise Andy and he'll email you a copy.

Project Review - Andy Parker –

- SAIA Motor Freight Line – redevelopment at Roadway Drive.
 - Andy is in the middle of reviewing this warehouse expansion project in Middlesex Township.

OLD BUSINESS:

- Board Vacancies – North Middleton Township, Middlesex Township, and Carlisle Borough
 - Brett Flower has moved out of the Carlisle Borough and should have resigned her position as the Carlisle Borough representative. Her term will expire on December 31, 2018.
- Insurance Renewal – Andy received a copy of the PennPrime insurance renewal application form from Strickler Insurance.
 - James made a motion to have Andy complete the application form and renew our insurance policy with PennPrime for 2019. Bill seconded the motion and the motion carried.
- Andy received an email last month from someone at CV Trout Unlimited. CVTU will be applying for a Cold-Water Heritage Foundation Grant. They have requested a recommendation letter from the LRA in support of their grant application. If it's not too late to respond, Andy will send a support letter.
- 2019 Slate of Officers
 - Dennis presented a slate of LRA officers for 2019 as follows:
 - Chairman - Andy Parker
 - Vice Chairman - James Ruhl
 - Secretary - Sandra Kern
 - Treasurer - Herb Weigl, Jr.

Dennis made a motion to accept the officers as presented, Bill seconded the motion and the motion carried.

NEW BUSINESS:

- 2019 Budget – Andy presented the proposed budget figures for 2019. Several revisions were discussed. Andy will make the suggested revisions and reissue a revised 2019 budget.
 - Dennis made a motion to approve the budget as amended, Bill seconded the motion and the motion carried.
- 2019 Administrator Contract – James made a motion to renew the Administrator Contract with Kathy Russell. Dennis seconded the motion and the motion carried.

Bill made a motion to adjourn the meeting. James seconded the motion, and the motion carried. The meeting adjourned at 7:47 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, January 17, at 7:00 p.m. at the Carlisle Community Center in Carlisle, PA.



Sandy Kern, Secretary

1/17/19

Date Adopted
Prepared by: Kathy L. Russell