

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
February 21, 2019

The meeting was held on Thursday, February 21, 2019, at the Carlisle Community Center. The meeting was called to order at 7:03 by Andy Parker.

ATTENDANCE

Members / Representatives:

Present: Bill Berwick, Dennis Burkett, Sandy Kern, Andy Parker, Luke Shaffner, Herb Weigl

Members / Representatives

Absent: Andrew Lindhome, James Ruhl, and Jinnie Woodward

Staff Present:

Kathy Russell

PUBLIC COMMENT – None

PRESENTATIONS – None

ANNOUNCEMENT – We welcomed Luke Shaffner and Mark White to the meeting. Luke has been approved by Middlesex Township to serve a four year term with the LRA as their representative. Mark has expressed an interest in becoming a representative of North Middleton Township. Mark will advise North Middleton of his interest and will hopefully be appointed as their representative.

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

Administrator - (Kathy Russell) –

- Kathy reminded members to please contact their township to acquire their current term expiration dates.
- Kathy requested that members submit their volunteer hours for 2018.

COMMITTEE REPORTS

Finance / Budget – (Herb Weigl)

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month		
Municipal Contribution (Carlisle)	+\$3,000.00	
Plan Review Fee	+\$100.00	
Friends Cash Contributions	+\$305.00	
Prior month Interest	+\$42.25	
TOTAL RECEIPTS	+\$3,447.25	

Bills Requiring Approval:

Administrator	-\$300.00	
Verizon Wireless	-\$26.86	
TOTAL BILLS requiring approval	\$326.86	

Herb made a motion to approve the February monthly bills for payment in the amount of \$326.86. 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.	+\$326.85	
Paid bill	-\$326.86	
Closing Account Balance		\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$17,556.62	
Municipal Contribution (Carlisle).....	+\$3,000.00	
Plan Review Fee	+\$100.00	
Interest.....	+\$1.63	
Transfer to Checking.....	-\$326.86	
Closing Account Balance.....		\$20,331.39

BUSINESS MONEY MANAGEMENT SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$9,717.27	
Interest	+\$1.60	
Donation	+\$250.00	
Donations.....	+\$460.00	
Closing Account Balance.....		\$10,428.87

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance	\$1,526.37	
Interest.....	+\$.13	
Closing Account Balance.....		\$1,526.50
CERTIFICATE OF DEPOSIT #40 (25 Month) (Matures 2/17/21)		
Transferred from CD#45	\$5,270.82	
Interest.....	+\$5.40	
Closing Account Balance.....		\$5,276.02
CERTIFICATE OF DEPOSIT #41 (25 Month)		
Beginning Balance	\$5,195.44	
Interest.....	+\$10.06	
Closing Account Balance.....		\$5,205.50
CERTIFICATE OF DEPOSIT #45 (25 Month)		
Beginning Balance	\$5,267.33	
Interest.....	+\$3.29	
Matured Transferred to CD#40.....	-\$5,270.62	
Closing Account Balance.....		\$0.00
CERTIFICATE OF DEPOSIT #46 (25 Month) (Matures 04/20/19)		
Beginning Balance	\$5,209.07	
Interest.....	+\$5.93	
Closing Account Balance.....		\$5,215.00
CERTIFICATE OF DEPOSIT #47 (15 Month) (Matures 4/05/19)		
Beginning Balance	\$5,0562.02	
Interest.....	+\$5.33	
Closing Account Balance.....		\$5,067.35
CERTIFICATE OF DEPOSIT #48 (15 Month) (Matures 10/18/19)		
Beginning Balance	\$5,188.32	
Interest.....	+\$8.72	
Closing Account Balance.....		\$5,197.04
TOTAL FINANCIAL ASSETS ON DEPOSIT:.....		\$58,654.43

- Financial Summary – The financial summary report is as noted.
- Budget Report – The budget report is as noted. Carlisle’s contribution of \$3,000 has been received.

Friends of Letort – VACANT

- Letter Campaign – We continue to get donations from this campaign.
 - We have received approximately \$1,000 in 2018 and \$1,000 in 2019.
 - It was suggested that we mail the campaign letters out earlier in 2019.

Grants – Andy Parker – We are wrapping up the Faulkner Subaru contribution.

Audit – James Ruhl

- Notice of Audit – Herb will meet with Smith, Elliott, Kearns & Company sometime in early April to provide information regarding our bookkeeping.
- Andy suggested that Andrew participate on the audit committee.

Information and Education - Sandy Kern

- Recent press releases – None
- Facebook posts – Sandy would appreciate if each member could make a commitment to submit at least one idea/article/photo per month to her to post on Facebook.
- Web page – The new and improved website has gone live www.letort.org.
 - Sandy and Herb made edits to the website before it went live.
 - Sandy will contact Cross & Crown to have them add Faulkner Subaru’s logo to the bottom of our home page.
 - Andy will work on getting various maps added to the site. We would like to see a watershed map with overlays showing land use land cover / zoning / soils / geology / property lines / walking trails / parking areas, etc.
 - Jinnie and Dickinson students are available to assist in providing maps.

Nature Trail – Dennis Burkett

- Trail maintenance – Dennis recently walked the trail on South Spring Garden Street and will be providing Sandy with several winter photos.
- Tree maintenance – We will need to look for tree damage.
- Fill your trail map boxes – Please continue to fill your assigned map boxes as needed.
- Luke volunteered to update the bulletin board information on the kiosk located at Goodyear Park.

Long-Range Planning & Easements - Andy Parker

- Cumberland Conservation Collaborative report (Herb) – Herb reported that the next meeting will be held in March with various educational initiatives involving water and watersheds.
- Sandy asked if anyone knew the results of the Central Pennsylvania Conservancy fund raiser held at the Molly Pitcher. Sandy will contact Anna Yelk at the CPC to get the results.

Stream Ecology - William Berwick

- ALLARM report and analysis – (even months) – ALLAM provided the water quality results for January and February. Andy reviewed the numbers. The nitrates in the upper sections are high and the phosphates at Shady Lane are high. We will monitor these sites and Andy will check with Jinnie to see if she has any ideas on why these results are high.
- Project Review - Andy Parker – Andy will review a proposed Carlisle medical facility plan on York Road.

OLD BUSINESS:

- Board Vacancies – North Middleton Township and Carlisle Borough
- State Ethics Commission – Members were reminded to submit their forms – James and Herb have not yet submitted their forms.
- High Street Bridge Construction – Construction is scheduled to begin this summer. We are still waiting on the right-of-way agreement to be signed and payment to us of \$2,813.50.

NEW BUSINESS:

- Cloud Service - Luke volunteered to research and provide various cloud service options and costs at the next meeting.
 - We have budgeted \$200 per year for this service.
 - We will determine how much storage is needed.
- SMP Land Owner / Land Manager Survey – Andy and Herb have completed and submitted this survey.
 - The South Mountain Research Corps is a new addition to the South Mountain Partnership that will be supporting student research and land management projects.
 - Tentative meetings are scheduled for April 11, 12, & 13.
- Committee Assignments – Andy asked members to think about which committees they are interested in helping with and report to Andy. Committee assignments will be made at a future meeting.
- Trout Unlimited is investigating some work on the stream to improve habitat. Bill will be attending their next meeting and will inquire as to how this project is going.

Herb made a motion to adjourn the meeting. Sandy seconded the motion, and the motion carried. The meeting adjourned at 8:00 p.m.

NEXT MEETING

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



Sandy Kern, Secretary

3/21/19

Date Adopted
Prepared by: Kathy L. Russell