

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

**MINUTES OF THE LETORT REGIONAL AUTHORITY**  
**April 18, 2019**

The meeting was held on Thursday, April 18, 2019, at the Carlisle Community Center. Andy called the meeting to order at 7:05 p.m.

**ATTENDANCE**

**Members / Representatives:**

**Present:** Bill Berwick, Sandy Kern, Andy Parker, James Ruhl, Luke Shaffner, Herb Weigl, and Mark White

**Members / Representatives**

**Absent:** Dennis Burkett, Andrew Lindhome, and Jinnie Woodward

**Staff Present:**

Kathy Russell

**PUBLIC COMMENT** – None

**PRESENTATIONS** – None

**ANNOUNCEMENT** – None

**APPROVAL OF MINUTES** – Luke made a motion to approve the March minutes. Sandy seconded the motion and the motion carried.

**Administrator** - (Kathy Russell) –

- Kathy reminded members to 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	
Friends Cash Contribution .....	+100.00
Prior month Interest .....	+\$46.91
<b>TOTAL RECEIPTS .....</b>	<b>+\$146.91</b>

**Bills Requiring Approval:**

Administrator .....	-\$300.00
Verizon Wireless .....	-\$26.79
<b>TOTAL BILLS requiring approval .....</b>	<b>\$326.79</b>

Luke made a motion to approve the April monthly bills for payment in the amount of \$326.79. Sandy 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. ....		
+\$326.79	Paid bill	
.....	-\$326.79	
<b>Closing Account Balance .....</b>		<b>\$100.00</b>

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

Beginning Balance .....		\$18,951.11
Interest .....		+\$1.69
Transfer to Checking .....		-\$326.79
<b>Closing Account Balance .....</b>		<b>\$18,626.01</b>

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

Beginning Balance .....		\$10,737.68
Interest .....		+\$2.28
Donation .....		+100.00
<b>Closing Account Balance .....</b>		<b>\$10,839.96</b>

**BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01**

Beginning Balance ..... \$1,526.62  
Interest ..... +\$ .13

**Closing Account Balance ..... \$1,526.75**

**CERTIFICATE OF DEPOSIT #40 (25 Month) (Matures 2/1/7/21)**

Transferred from CD#45 ..... \$5,286.83  
Interest ..... +\$11.99

**Closing Account Balance ..... \$5,298.82**

**CERTIFICATE OF DEPOSIT #41 (25 Month)**

Beginning Balance ..... \$5,214.60  
Interest ..... +\$10.10

**Closing Account Balance ..... \$5,224.70**

**CERTIFICATE OF DEPOSIT #46 (25 Month) (Matures 04/20/19)**

Beginning Balance ..... \$5,220.36  
Interest ..... +\$5.94

**Closing Account Balance ..... \$5,226.30**

**CERTIFICATE OF DEPOSIT #47 (15 Month) (Matures 4/05/19)**

Beginning Balance ..... \$5,072.17  
Interest ..... +\$4.82  
Final Interest ..... +0.69  
Transfer to CD #49 ..... -\$5,078.20

**Closing Account Balance ..... \$0.00**

**CERTIFICATE OF DEPOSIT #48 (15 Month) (Matures 10/18/19)**

Beginning Balance ..... \$5,204.93  
Interest ..... +\$8.75

**Closing Account Balance ..... \$5,213.68**

**CERTIFICATE OF DEPOSIT #49 (15 Month) (Matures 07/05/20)**

Beginning Balance ..... \$5,078.20

**TOTAL FINANCIAL ASSETS ON DEPOSIT: ..... \$57,314.30**

- Financial Summary – The financial summary report is as noted.
- Budget Report – The budget report is as noted.

**Friends of Letort – VACANT**

- Trail Clean Up –
  - A Letort Friends trail clean-up has been scheduled for Saturday, May 4<sup>th</sup> from 9:00 a.m. – 12:00 noon. (Rain date Sunday, May 5 beginning at 1:00 p.m.)
  - ✦ Andy asked for volunteers to be team leaders, so we can split the trail up into segments.
  - ✦ Sandy will get the word out on our website and Facebook page.
  - ✦ Holly Smith has agreed to pass the word along at the school.
  - ✦ Herb will reach out to the CCC to have them make an announcement.
  - ✦ Our clean-up efforts will concentrate on the trail and the adjacent stream areas. If we have an abundance of volunteers, we will consider cleaning additional areas.
  - ✦ The Carlisle Garden Club has changed their garden clean-up date to Saturday, May 4<sup>th</sup> to coordinate with our clean-up.

**Grants** – No report

**Audit** – The audit is complete. SE&K will review, type, and contact Herb to set up a meeting with Herb, James, and Andy to review.

**Information and Education** - Sandy Kern

- Recent press releases – None
- Facebook posts –
  - Sandy also encourage all members to please submit photos, suggestions for articles, etc. to help her in ideas for postings.
- Web page –
  - Andy will continue to work on getting various maps added to our website.

- We have received several inquiries on our webpage.
  - ✦ Kelly Murphy, who lives north of Carlisle by the war college, has expressed concern for the trash along the stream, however, Andy said that most of the area is private property and would require permission from landowners to access the stream.

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**Nature Trail** – Dennis Burkett

- Trail maintenance – Andy will see if Dennis can contact Tom Shumaker to contract to mow the trail again this year.
- Tree maintenance – We will need to look for tree damage from the winter months.
- Fill your trail map boxes – Please continue to fill your assigned map boxes as needed.
- Sandy noticed that the logo placards on the trail map boxes are peeling and should be replaced.
- Sandy also reported that Jerry Gapp's plaque on the bridge is coming off. It will need to be glued or screwed back into the frame.

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

- Cumberland Conservation Collaborative report (Herb) – No meeting this month. ○ Herb has been appointed to the CCC's Board of Directors ○ They have discussed applying for a grant from the county to help pay for a staff support person.
  - They will be concentrating on an educational forum in the fall.
    - ✦ Land preservation – directed toward municipal officers
    - ✦ Climate change and cost infrastructure

**Stream Ecology** - William Berwick

- ALLARM report and analysis – (even months) – ALLAM provided the water quality results for April. ○ Bill reviewed the numbers.

**Project Review** - Andy Parker – No report

**OLD BUSINESS:**

- Board Vacancies – North Middleton Township and Carlisle Borough
- High Street Bridge Construction – Construction is scheduled to begin this summer. Andy will follow-up on the right-of-way agreement to be signed and payment to us of \$2,813.50.

**NEW BUSINESS:**

- Cloud Service - Luke continues to work on the Cloud Service. He will need access to all e-mail accounts that will be allowed access to this service. Once he has completed the process, he will send out an evite.
- Mark reported that he completed the ALLARM class at Bosler Library and the Audubon Society's LeTort Stream Study Training. So far, he has had five classes (2<sup>nd</sup> graders from LeTort Elementary and 7<sup>th</sup> graders from Lamberton/Wilson Middle School).
- Sandy reported that the kiosk does not seem to be watertight. Luke will check it out and add new maps and documents. The kiosk may require new caulking to seal the case.

James made a motion to adjourn the meeting. Bill seconded the motion, and the motion carried. The meeting adjourned at 7:37 p.m.

**NEXT MEETING**

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, April 18<sup>th</sup>, at 7:00 p.m. at the Carlisle Community Center in Carlisle, PA.

*Sandra Kern*

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Sandy Kern, Secretary

4/18/19

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Date Adopted

Prepared by: Kathy L. Russell