

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

**MINUTES OF THE LETORT REGIONAL AUTHORITY**  
**October 17, 2019**

The meeting was held on Thursday, October 17, 2019, at the Carlisle Community Center. Andy called the meeting to order at 7:03 p.m.

**ATTENDANCE**

Members / Representatives:

Present: Bill Berwick, Chelsea Dickert, Sandy Kern, Andy Parker, Luke Shaffner, Herb Weigl, Fred Vigeant, and Mark White

Members / Representatives

Absent: Dennis Burkett, James Ruhl

Staff Present:

Kathy Russell

**PUBLIC COMMENT** – None

**PRESENTATIONS** – None

**ANNOUNCEMENT** –

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

**Administrator** - (Kathy Russell) – We had a message on the LRA answering machine regarding an overflowing porta potty at Letort Park. Kathy reported to Melina at the Carlisle Community Center.

**COMMITTEE REPORTS**

**Finance / Budget** – (Herb Weigl)

**Monthly Financial Status**

The memorandum of bills is as follows:

Receipts:

Current Month		
Plan review fees .....	+\$250.00	
Friends Cash Contributions .....	+130.00	
Prior month Interest .....	+\$55.43	
<b>TOTAL RECEIPTS .....</b>	<b>+\$435.43</b>	

Bills Requiring Approval:

Administrator .....	-\$300.00	
Verizon Wireless .....	-\$27.95	
<b>TOTAL BILLS requiring approval .....</b>	<b>-\$327.95</b>	

Herb made a motion to approve the October monthly bills for payment in the amount of \$327.95. Mark 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. ....	+\$327.95	
Paid bill .....	-\$327.95	
<b>Closing Account Balance .....</b>		<b>\$100.00</b>

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

Beginning Balance .....	\$22,619.75	
Plan review fees .....	+\$100.00	
Interest .....	+\$1.89	
Plan review fee .....	+\$150.00	
Transfer to Checking .....	-\$327.95	
<b>Closing Account Balance .....</b>		<b>\$22,543.69</b>

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

Beginning Balance .....	\$8,723.04	
Interest .....	+\$1.81	
Donation .....	+\$130.00	
<b>Closing Account Balance .....</b>		<b>\$8,854.85</b>

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

Beginning Balance .....	\$1,502.39	
Interest .....	+\$ .12	
<b>Closing Account Balance.....</b>		<b>\$1,502.51</b>

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

Transferred from CD#45 .....	\$5,358.39	
Interest .....	+\$11.76	
<b>Closing Account Balance.....</b>		<b>\$5,370.15</b>

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

Beginning Balance .....	\$5,274.82	
Interest .....	+\$9.88	
<b>Closing Account Balance.....</b>		<b>\$5,284.70</b>

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

Beginning Balance .....	\$5,257.09	
Interest .....	+\$8.56	
<b>Closing Account Balance.....</b>		<b>\$5,265.65</b>

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

Beginning Balance .....	\$5,126.70	
Interest .....	+\$9.82	
<b>Closing Account Balance.....</b>		<b>\$5,136.52</b>

**CERTIFICATE OF DEPOSIT #50 (15 Month) (Matures 05/20/21)**

Beginning Balance (4/20/19).....	\$5,281.41	
Interest .....	+\$11.59	
<b>Closing Account Balance.....</b>		<b>\$5,293.00</b>

**TOTAL FINANCIAL ASSETS ON DEPOSIT:.....** **\$59,351.07**

- Financial Summary – The financial summary report is as noted.
  - Herb reported that CD#48 matures tomorrow. Herb will roll over the funds into a 29-month CD at a rate of 2.65% +/-
- Budget Report – The budget report is as noted.
  - Herb commented on an article printed in The Sentinel regarding the Borough Council meeting that was held last Monday.
    - Although Andy did submit a budget request in writing, unfortunately, we were not informed of this meeting and, therefore, we did not have a representative present.
    - Based on past experience, our lack of attendance probably means we will not receive funding from the Carlisle Borough.
    - Herb stated that there is a more serious issue here. We are not an “outside” agency, which is what they lump us in with. We are a creation of Carlisle and the other municipalities and the county. Herb is irritated that, once again, they act like they really don’t have to pay us and they feel it is a big favor for them to pay us. No, we are just as much a part of their government as the parks and rec service is. They created us back in 1974 and until 2024, they need remember that we are part of their system. If Carlisle decides in 2024 that their staff can do the functions that we were created to do, which is in essence, what they have already done, then sure, they can bow out of this and decide not to be part of the renewal if there is a renewal. Herb feels we should go back to them forcefully and say guys we don’t really like your decision and you need to remember that we are part of you. Sandy agreed.
    - Andy apologized for his absence at this meeting.
    - Bill will set up a meeting with the Carlisle Borough Manager to discuss this matter.

**Friends of Letort** – Luke Shaffner

- Fall Fundraiser –
  - Herb mentioned that the Friends letters were sent on October 1, however, the response so far has been very poor.
    - Herb asked Kathy to email the Friends letter to all LRA member to have them look it over and make suggestions within the next week on how we can re-mail the letters.
    -
  - Andy suggested that we come up with some new ideas on what to do for fund raising.

- Other activities –

**Grants** – Andy Parker – No report

**Audit** – James Ruhl – No report

**Information and Education** - Sandy Kern

- Recent press releases – None
- Facebook posts -
  - Sandy will be posting photos on the trail and several articles.
  - Members should provide photos and writeups to Sandy for posting.

**Nature Trail** – Dennis Burkett

- Trail maintenance – We may have to have one more mowing on the trail.
  - If anyone gets out on the trail in the next few days, please report any issues to Andy.
- Tree maintenance – Trees noted down in the stream in / near Letort Park
  - Andy passed this issue on to the CVTU stream group.
- Benches Project –
  - When Luke, Herb, and Andy were on the trail for the Greenway tour, they tried find the locations on the trail for bench placement.
  - They have identified one decent location (behind the Lamberton Middle School.).
  - Luke, Herb, Andy, and Fred will walk the trail again to determine two additional spots to place the benches.
    - Andy assumed the benches would be placed facing the trail so as people walk along the trail they can sit down.
    - Herb was thinking the benches should be place near the stream and facing the stream.
- 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 reported there was not meeting this month.
  - The CCC sponsored a climate change meeting for local officials last night from 6:30-8:30 at the Dickinson College auditorium.
    - Herb and Cathy Weigl attended this meeting. It was well attended.

**Stream Ecology** - William Berwick

- ALLARM report and analysis – (even months) – Higher nitrate values in most sites compared to last month.
  - Andy does not have a lot of confidence in the phosphate testing they are doing. Numbers are all over the place.
    - Andy will inquire with Helen to make sure everything is being checked.
  - Mark commented that although the monthly results came in on the 14<sup>th</sup>, they were actually done during the third week of September.
    - As of last Friday,
      - the PH level was 7.9 (at the Letort Railroad bridge).
      - Nitrates were 5.2
      - Phosphates were .04
      - Transparency was 4.2

**Project Review** - Andy Parker – None

- Burkholder Poultry Operation – South Middleton Twp. – Andy completed his review of this plan and submitted his comments.
- Midway Complex – South Middleton Twp. – Andy completed his review of this plan and submitted his comments.
- Carlisle Steel Supply – Middlesex Twp.- Andy will review

**OLD BUSINESS:**

- Board Vacancies – North Middleton Township
  - Herb's term will expire on December 31<sup>st</sup>, at which time he will resign from his position on the board
    - Middlesex has a potential replacement for herb.
    - Luke volunteered to take over the Treasurer position
  - Sandy's term will expire on 3/2/0/20, at which time she plans to resign her position as the Cumberland County Representative.
    - Andy has the name of two people he will contact to see if they are interested.
- Authority charter expiration 2024 – Andy contacted the Pennsylvania Association of Municipal Authorities. They sent him some information.
  - Renewal of the charter will not be complicated.
  - Dissolving the charter will be a bit more complicated due to our property holdings, deeds, and assets.

- Herb feels there may be a third option where one municipality might decide to drop out and the other municipalities may decide to continue.
  - Middlesex considers us as an important part of their process.
  - South Middleton has an ordinance that requires developers to submit their plans to us.
  - North Middleton may want to drop out.
  - Cumberland County has not supported us for many years.
- Herb commented that it will be difficult for us to continue to operate if two or three of our founding organizations decide to drop out. It's going to be tough.
- Andy suggested that the Ad Hock Expiration Committee meet and come up with some pros and cons of what happens if different scenarios happen, i.e. dissolving, renewing. Each representative would take that information back to their municipality and find out what their municipalities want to do.
  - Andy will send out an email with a few dates for a potential meeting.
    - Luke prefers weekday evenings – weekends are flexible
    - Chelsea can do any evening except Tuesday or Wednesday – she has classes
- SMT Trail Extension –They have secured all of their grant money. Construction will begin in the spring to add a little over a mile to trail.
- Liability Insurance -Andy will contact Strickler/PennPRIME to begin the process of renewing our policy.
- Fish Kill – Andy did write an email to the Fish & Boat Commission regional office, but he hasn't heard from them. Mark will reach out to them.


**NEW BUSINESS:**

- Nomination Committee – Sandy volunteered to create a Slate of Officers that we can have approved at the November meeting and then vote on at the December meeting.
  - Andy agreed to continue with his position of Chairman
  - Luke volunteered to take the position of Treasurer
  - Mark volunteered to take the position of Vice Chairman
  - The Secretary position will need to be filled.Please advise Sandy if you are interested in running for any of the positions.
- Trail of the Year – DCNR Trail Advisory Committee has a 2020 Pennsylvania Trail of the Year nomination. Luke made a motion that we apply for this grant. Herb seconded the motion and the motion carried.
  - Herb will review the application and work on completing it.
  - The due date is November 8<sup>th</sup>.
- Liability Waiver – Chelsea presented two versions, a short version and a long version.
  - Chelsea will work on rewriting this waiver incorporating wording from both forms.
  - Chelsea will contact Rails to Trails to see if they have a form that we could review.
  - Herb will contact the Conodoguinet Water Shed Association for a copy of their form.
  - We will have Dave Baric review the final draft.
- Bill suggested that the LRA consider setting up an information booth at local events such as the Carlisle Octoberfest.
  - The LRA display could use an update.
  - Possible speaker circuit.

Bill made a motion to adjourn the meeting. Herb seconded the motion, and the motion carried. The meeting adjourned at 8:12 p.m.

**NEXT MEETING**

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

  
\_\_\_\_\_  
Sandy Kern, Secretary

\_\_\_\_\_  
11/21/19  
Date Adopted  
Prepared by: Kathy L. Russell