

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
January 16, 2020

The meeting was held on Thursday, January 16, 2020, at the Carlisle Community Center. Andy called the meeting to order at 7:00 p.m.

ATTENDANCE

Members / Representatives Present: Bill Berwick, Dennis Burkett, Chelsea Dickert, Sandy Kern, Andy Parker, Luke Shaffner, and Fred Vigeant,

Members / Representatives Absent: Mark White

Staff Present: Kathy Russell

PUBLIC COMMENT – None

PRESENTATIONS – None

ANNOUNCEMENT – None

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

Administrator - (Kathy Russell) –

- The advertisement announcing the 2020 LRA meeting dates will be published in The Sentinel on January 16, 17, and 18.
- Kathy announced that she will not be at the February meeting. She is having her knee replaced on February 18th.
- Kathy distributed the Statement of Financial Interest forms to members.
 - Completed forms are due back to Kathy by May 1st.

COMMITTEE REPORTS

Finance / Budget – (Luke Shaffner)

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month		
Cash Contributions (Benches)	+\$1,150.00	
Friends Cash Contributions	+\$1,100.00	
Prior month Interest	+\$60.16	
TOTAL RECEIPTS		+\$2,310.18

Bills Requiring Approval:

Administrator	-\$330.00	
Verizon Wireless	-\$27.70	
PennPRIME Insurance	-\$1,400.00	
TOTAL BILLS requiring approval		-\$1,757.70

Luke made a motion to approve the January monthly bills for payment in the amount of \$1,757.70. 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.	+\$1,757.70	
Paid bill	-\$1,757.70	
Closing Account Balance		\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$20,991.56	
Donation (Benches)	+\$500.00	
Interest	+\$1.84	
Donation	\$100.00	
Transfer to Checking	-\$1,757.70	
Closing Account Balance		\$19,835.70

BUSINESS MONEY MANAGEMENT SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$9,563.65
Donation	+\$100.00
Interest.....	+\$1.68
Donation (Benches)	+\$650.00
Closing Account Balance.....	\$9,563.65

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance	\$1,502.76
Interest.....	+\$.13

Closing Account Balance..... \$1,502.89

CERTIFICATE OF DEPOSIT #40 (25 Month) (Matures 2/17/21)

Transferred from CD#45	\$5,394.14
Interest.....	+\$12.23

Closing Account Balance..... \$5,406.37

CERTIFICATE OF DEPOSIT #41 (25 Month)(Matures 8/17/20

Beginning Balance	\$5,304.85
Interest.....	+\$10.27

Closing Account Balance..... \$5,315.12

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

Beginning Balance	\$5,1346.68
Interest.....	+\$9.56

Closing Account Balance..... \$5,156.54

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

Beginning Balance (4/20/19).....	\$5,305.00
Interest.....	+\$11.64

Closing Account Balance..... \$5,316.64

CERTIFICATE OF DEPOSIT #51 (29 Month) (Matures 03/19/212

Beginning Balance (10/18/19).....	\$5,275.81
Interest.....	+\$11.36

Closing Account Balance..... \$5,287.17

TOTAL FINANCIAL ASSETS ON DEPOSIT:..... \$58,617.31

- Financial Summary – The financial summary report is as noted.
- Budget Report – The budget report is as noted.
 - Luke and Andy will update and finalize the 2020 budget and email to everyone.

Friends of Letort – Luke Shaffner

- Fall Fundraiser –
 - Our 2019 goal has been met
 - Dennis Burkett volunteered to donate 100 glasses with the LRA logo to be sold as a fund raiser project, as a way to encourage donations, or as a thank you to sponsors who make contributions.
- Other activities – No report

Grants – Andy Parker – Andy would like to pursue grants, particularly to do some trailhead improvements.

Audit -

- Luke has identified everything required by SEK. March 2nd is the deadline.
- Dennis volunteered to be our Audit Committee Chairman.

Information and Education - Sandy Kern

- Recent press releases – None
- Facebook posts -
 - Sandy continues to post photos on the trail and several articles.
 - Members should provide photos and writeups to Sandy for posting.
 - Sandy would like to do a series of posts on macro invertebrate in the stream. Andy suggested she contact Mark White or Holly Smith to get information.

Nature Trail – Dennis Burkett

- Trail maintenance –
 - Dennis reported that his trail map box has been vandalized and is bent on the top where the maps go in.
 - Dennis will look into getting the plaques to place on the front of the trail map boxes.
- Tree maintenance – No report

- Benches Project –
 - Andy, Fred, and Luke met on Sunday, December 22 and they have selected the location for placement of the three benches:
 - Behind Lamberton Middle School
 - Behind the Carlisle DPW garaged (Home Depot)
 - At Bonnybrook
 - The three benches have sponsors:
 - Dr. and Mrs. Dennis Burkett – in honor of Mrs. Burkett's parents
 - Mr. and Mrs. Luke Shaffner - in honor of Mrs. Shaffner's grandparents
 - Lucy Kauffman and Friends – in honor of their friend and classmate, James Ruhl
- New trail connections – Andy will follow up with Andrea
- Fill your trail map boxes – Please continue to fill your assigned map boxes as needed.
 - Dennis volunteered to place trail maps at Herb and James' boxes for now.

Long-Range Planning & Easements - Andy Parker

- Cumberland Conservation Collaborative report (Herb) – Andy and Bill attended the meeting and reported on the topics discussed
 - South Mountain Partnership has their Power of Partnership meeting scheduled for January 31, 2020 at the Liberty Ski Resort in Adams County 7:30-3:30. If you are interested in attending, contact Andy for details.

Stream Ecology - William Berwick

- ALLARM report and analysis – (even months) – The water quality monitoring results were reviewed.
- Andy stated that Holly reported erosion at several areas along the banks of the Letort (at Biddle Mission Park and Letort Park). Luke plans to walk the trail to investigate.
- Upcoming Watershed Meetings –
 - March 27, 2020, from 8:30-3:30, the Pennsylvania Organization for Watersheds and Rivers will be hosting a regional watershed workshop to be held at the Environmental Education Center in Mechanicsburg. A small fee will be charged to cover the cost of refreshments and lunch.
- Master Watershed Stewards – Mark, Luke, and Andy attended this informative meeting on Tuesday, There will be an info session on February 28th at the Penn State Extension Office on Allen Road.
 - 12 weeks of training will begin on March 25th
 - 50 hours of volunteer time in the first year
 - 20 hours of volunteer time after the first year
 - Continuing education.
- January 29 is the Cumberland County Watershed Implementation Plan at Dickinson College,

Project Review - Andy Parker

- Laurel Forge Preliminary Development Plan, Lindsey Road. SMT – Andy will review.

OLD BUSINESS:

- Board Vacancies – North Middleton Township, Cumberland County
- Authority charter expiration 2024 –
 - No report
- Liability Insurance – Our insurance policy has been renewed with PennPRIME and the first payment has been made.
- Phone Service – Luke is researching Google Voice for our phone service.
 - Our number is eligible to be transferred
 - Transfer fee is \$20.00
 - Google Account needs a cell number to activate
 - After service has been activated, it is free.
- 501(c)(3) application –
 - Information is on the government website
 - There is a \$400.00 application fee
 - Chelsea volunteered to assist in doing the application.

NEW BUSINESS:

- New Committee Chairs: Andy asked for members to volunteer for committee chairs.
 - Friends of Letort – No volunteer
 - Grants – No volunteer
 - Audit – Dennis Burkett
 - Information/Education – No volunteer
 - Long Range Planning / Easements – Andy Parker

- Map Box Plaques
 - Dennis volunteered to research getting the new plaques made. He will check with Rowe's Print Shop for the art work and contact Muffin Enterprises.

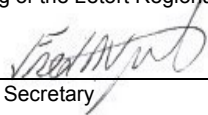
Sandy suggested we do something to honor Herb for his service to the LRA. After a brief discussion, it was decided that we will dedicate the middle bridge to Herb. Luke made a motion to purchase a \$100 gift certificate to the Boiling Springs Tavern. We will also issue a Certificate of Appreciation.

The fish kill investigation is ongoing.

Dennis made a motion to adjourn the meeting. Sandy 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, February 20, 2020, at 7:00 p.m. at the Carlisle Community Center in Carlisle, PA.



Fred Vigeant, Secretary

February 20, 2020

Date Adopted

Prepared by: Kathy L. Russell