

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
October 15, 2020

The meeting was held on Thursday, October 15, 2020, at the Stuart Community Center. Andy called the meeting to order at 7:03 p.m.

ATTENDANCE

Members / Reps Present Bill Berwick, Joel Hicks, Ben Mummert, Luke Shaffner, Andy Parker, Fred Vigeant, and Mark White
Members / Reps Absent: Dave Price
Staff Present Kathy Russell

PUBLIC COMMENT – None

PRESENTATIONS – None

ANNOUNCEMENT – Dennis Burkett is stepping down as South Middleton Representative

APPROVAL OF MINUTES – Luke made a motion to approve the minutes of the September meeting with one revision. Fred seconded the motion and the motion carried.

Administrator - (Kathy Russell) – Kathy had lunch with past board member, Sandy Kern. Sandy wanted to say “hi” to everyone and she misses us.

COMMITTEE REPORTS

Finance / Budget – (Luke Shaffner)

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month	
Plan review payment.....	+\$100.00
Prior month Interest.....	+\$44.79
TOTAL RECEIPTS	+\$144.79

Bills Requiring Approval:

Verizon Wireless – Phone	\$24.83
Administrator	-\$330.00
Dave Price – Bridge repair materials	-\$628.53
Luke Shaffner – Bench plaques and hardware.....	-\$48.66

Unpaid Bills Subtotal **-\$403.49**

Total Bills..... **-\$1,032.02**

Luke provided the financial documents and made a motion that we pay all unpaid bills totaling \$403.49. Andy seconded the motion and the motion was carried.

Treasurer’s Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

Beginning Balance	\$100.00	
Transfer from General Fund	+\$419.79	
Bridge repair materials.....	-\$419.79	
Transfer from General Fund	+\$208.74	
Bridge repair materials.....	-\$208.74	
Transfer from General Fund	+\$403.49	
Bridge repair materials.....	-\$403.49	
Closing Account Balance		\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$25,959.38	
Transfer to Business Checking Account	-\$419.79	
Interest.....	+\$2.14	
Transfer to Business Checking Account	-\$208.74	
Check rec’d – Plan Review.....	+\$100.00	
Transfer to Business Checking Account	-\$403.49	
Closing Account Balance		\$25,029.50

BUSINESS MONEY MANAGEMENT SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$11,224.02	
Interest	+\$.74	
Closing Account Balance.....		\$11,224.76

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance	\$100.09	
Interest	+\$.01	
Closing Account Balance.....		\$100.10

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

Transferred from CD#45	\$5,503.61	
Interest	+\$12.08	
Closing Account Balance.....		\$5,515.69

CERTIFICATE OF DEPOSIT #41 (25 Month) (Matures 8/17/22)

Beginning Balance	\$5,393.29	
Interest	+\$3.31	
Closing Account Balance.....		\$5,396.60

CERTIFICATE OF DEPOSIT #49 (15 Month) (Matures 1/3/22)

Beginning Balance	\$5,234.17	
Interest	+\$3.00	
Closing Account Balance.....		\$5,237.17

CERTIFICATE OF DEPOSIT #50 (25 Month) (Matures 05/20/21)

Beginning Balance (4/20/19).....	\$5,424.55	
Interest	+\$11.90	
Closing Account Balance.....		\$5,436.45

CERTIFICATE OF DEPOSIT #51 (29 Month) (Matures 03/19/22)

Beginning Balance (10/18/19).....	\$5,392.47	
Interest	+\$11.61	
Closing Account Balance.....		\$5,404.08

TOTAL FINANCIAL ASSETS ON DEPOSIT:..... **\$63,444.35**

- Financial Summary – As noted
- Budget Report – The budget is on target.

Luke requested a letter on LRA letterhead stating that he is the LRA Treasurer and has authority to act as such. This letter is needed to have the PayPal account revised and functional. Kathy will send Luke the requested letter.

Joel volunteered to draft a letter to Cumberland County to encourage them to support the LRA with funds. Andy stated that they have advised us that the proper place to request funds is through the land partnership grant. Andy thinks those funds are to purchase land and is not necessarily for administration, which is what the requested funds are for. Ben has spoken with Stephanie Williams and suggest we put some facetime with the commissioners to explain what the LRA does. Steph reiterated that if we can find any projects that we could make a request that she would be sympathetic of the Land Partnership Funds.

Friends of Letort – Mark White

- We received a notice from a new Friends volunteer, Althea Weeks. Althea is a biologist who recently moved to PA and is looking to stay involved in the conservation world while working on personal development. She was supposed to attend the meeting tonight, but she was unable to make it. She was given the dates and times for future meetings.
- November appeal letter –
 - Andy and Mark will work on the letter.
 - Kathy will send the current mailing list to members to review and update as needed.
 - Kathy will do the printing and mailing.

Grants – Andy Parker - No report

Audit – Vacant

- Luke requested a volunteer to help with the audit. No one volunteered.

Information and Education – Fred Vigeant

- Recent press releases and Facebook posts – Fred requested that everyone provide him trail photos for posting.

Nature Trail – Ben Mummert

As a result of Dennis Burkett’s resignation, Ben volunteered to take over as chair for the Nature Trail committee

- Safety Concerns –

- We continue to have ongoing issues with homeless on the trail.
- Andy suggested we check with our solicitor about posting trail hours which would give the police a tool for enforce trespassing.
- Fred will look into creating a Next-Door site for the LRA for trail walkers to report issues on the trail.
- We will revisit this issue again in the spring
- Letort Garden maintenance –
 - Andy has been in contact with members of the Carlisle Garden Club.
 - They have a specific committee for the LRA garden and they will try to get better organized and schedule some work days.
 - Andy suggested having a garden work day in February or early March to clean out the winter annuals before plants go to seed.
 - Ben volunteered to go out to the garden and treat the thistle.
- Trail maintenance –
 - We are not sure if Tom Shumaker is mowing the trail.
 - Ben stated that he mows the preserve as far as the middle school.
- Benches Project – memorial plaques –
 - Luke received the plaques for the three benches – they look great.
 - We will discuss the possibility of holding a bench dedication ceremony at a letter date.
- Plaques for map boxes – Andy will check with Rowe's Printing to see if he can obtain the graphics to use for creating the plaques.
- Bridge and fishing deck repair / maintenance – Work on the bridges and decks will be completed this Saturday 12:00-3:00.
- Dust on trail – Andy had reports about dust on the trail. The dust is caused by the drought and the dust from the rock crusher building up.
- Ben spoke with the plant manager at Union Quarries regarding some of the challenges of limited parking on Bonnybrook Road.
 - We are in the process of scheduling a meeting with Union Quarries to discuss parking as a future project.
 - We should get a design and permits for bringing the trail up to ADA standards with an all-weather surface.
 - We should also repair the bridges and get rails on them.
 - We will need to get a grant for these projects.

Long-Range Planning & Easements – Andy Parker

- Cumberland Conservation Collaborative report (Bill) – Next meeting – ZOOM meeting – November 9th
- CCC Climate Change Forum – Tuesday, October 20, 6:00-8:00 – Online via ZOOM
 - Andy is registered to attend this forum.

Stream Ecology - William Berwick

- ALLARM report and analysis – The report was reviewed – numbers look good
- CVTU Coldwater Conservation Plan – No report

Project Review - Andy Parker

- Dave Adams Residential Subdivision – Fairfield Street- SMT – Andy is in the process of reviewing
- Masonic Temple – Holly Pike – SMT - Andy is in the process of reviewing
- Welubhi Housing Group Land Development Plan – Petersburg Road – SMT - Andy is in the process of reviewing

OLD BUSINESS:

- Board Vacancies – North Middleton Township (1), South Middleton Township (1)
 - Andy will contact South Middleton to see if they have any suggestions for a new representative.
- Potential Projects
 - Trail and bridge rehabilitation (incl: spur trail, new bridges, trailhead parking, bridge, sign, and kiosk repair) –
 - Trail map update –
 - "Stream Owners Guide" to protecting the Letort for adjacent property owners –
 - Watershed protection guide for entire watershed –
 - Watershed mapping upgrades for website –
 - Inspection and assessment of LRA property and easements (incl. adjacent property owner notification).
- Pick Up Pennsylvania statewide clean-up – September through November
 - Ben has organized a clean-up in Greenway for this Sunday. If you are interested in volunteering, please contact Ben.
- Keys for LRA storage room and office – After a brief discussion, it was decided to get keys made for the 4 officers.

NEW BUSINESS:

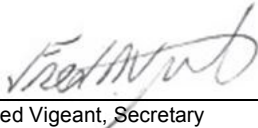
- Funding response from Cumberland County – Land Partnership grant – Previously discussed

- Trail walk –
 - Ben Mummert has organized a 1-mile trail walk for the LRA members to see the trail south of Spring Garden Street on Sunday, October 25th at 2:00 p.m.
 - This corridor of the greenway was opened by citizens, volunteers, community members and neighbors.
 - Andy expressed a concern that South Middleton Township has received a land partnership grant to develop the trail, do the clearing and resurfacing. They have currently not done anything with those funds. We want to make sure the township is spending funds correctly and the funds are dedicated to the trail.
 - Ben is working with land owner, Sally Shambaugh, to improve the south end of the trail.
- PennPRIME Insurance
 - Andy received the renewal application for our insurance policy.
 - Luke made a motion to have Andy complete the renewal application, Mark seconded the motion and the motion carried.
 - Last year our insurance cost was \$3,500.00.
- Fred and Andy participated in a virtual presentation to the Carlisle Borough Council for funding for 2021.
 - Andy has received responses from South Middleton Township and Middlesex Township.
 - No response yet from North Middleton Township.

Fred made a motion to adjourn the meeting. Luke 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 19, 2020, at 7:00 p.m. at the Stuart Community Center.



Fred Vigeant, Secretary

11/19/20

Date Adopted
Prepared by: Kathy L. Russell