

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
February 18, 2021

Due to the Corona Virus warnings, the Stuart Community Center will be closed. Our regular meeting is being held remotely on Thursday, February 18, 2021. Andy called the meeting to order at 7:00 p.m.

ATTENDANCE

Members / Reps Present William Berwick, Catrina Hamilton-Drager Joel Hicks, Ben Mummert, Luke Shaffner, Andy Parker, Fred Vigeant, and Mark White

Member / Rep Absent Dave Price

Staff Present Kathy Russell

PUBLIC COMMENT – None

PRESENTATIONS – None

ANNOUNCEMENT - None

APPROVAL OF MINUTES – Luke made a motion to approve the minutes of the February meeting. Mark seconded the motion and the motion carried.

Administrator - (Kathy Russell) – No report

COMMITTEE REPORTS

Finance / Budget – (Luke Shaffner)

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month	
Check Received – Borough of Carlisle	+\$2,500.00
Check Received – Plan Review Fee	+\$100.00
Interest	+\$53.08
TOTAL RECEIPTS:	+\$2,653.08

Bills Requiring Approval:

Verizon Wireless – Phone	-\$25.27
Administrator	-\$330.00
J. Price – Grant writing class	-\$49.50
PennPriME – Insurance Payment	-\$1,640.00
Baric & Scherer LLC – Liability Form	-\$170.00
Unpaid Bills Subtotal	-\$2,214.77

TOTAL BILLS:

Andy requested an explanation from Baric & Scherer on what the \$170.00 charge was for. He will follow up.

Luke provided the financial documents and made a motion that we pay all outstanding bills totaling \$2,214.77. Fred seconded the motion and the motion was carried.

Treasurer's Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

Beginning Balance	\$100.00
2x Checks Received	+\$2,600.00
Transfer to Business Savings	-\$2,600.00
Transfer from Business Savings	+\$2,214.77
Paid Bills	-\$2,214.77
Closing Account Balance	\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$23,053.55
Interest	+\$2.06
2X Checks rec'd	+\$2,600.00
Transfer to Business Checking Account	-\$2,214.77
Closing Account Balance	\$23,440.84

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$12,799.31	
Interest.....	<u>+\$.86</u>	
Closing Account Balance.....		\$12,800.17

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance	\$100.13	
Interest.....	<u>+\$.01</u>	
Closing Account Balance.....		\$100.14

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

Transferred from CD#45	\$5,552.89	
Interest.....	<u>+\$12.59</u>	
Interest.....	<u>+\$6.51</u>	
Closing Account Balance.....		\$5,571.99

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

Beginning Balance	\$5,406.77	
Interest.....	<u>+\$3.43</u>	
Closing Account Balance.....		\$5,410.20

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

Beginning Balance	\$5,246.39	
Interest.....	<u>+\$3.11</u>	
Closing Account Balance.....		\$5,249.50

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

Beginning Balance (4/20/19).....	\$5,473.12	
Interest.....	<u>+\$12.41</u>	
Closing Account Balance.....		\$5,485.53

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

Beginning Balance (10/18/19).....	\$5,439.85	
Interest.....	<u>+\$12.10</u>	
Closing Account Balance.....		\$5,451.95

TOTAL FINANCIAL ASSETS ON DEPOSIT:.....\$63,610.32

Luke stated that one of our CDs rolled over.

- Financial Summary – As noted
- Budget Report – No report

Friends of Letort – Mark White –

- No report

Grants – Andy Parker – Dave took the Penn State Extension grant writing class.

Audit – Joel Hicks

- Engagement letter? –
 - SEK said they didn't receive the engagement letter.
 - Kathy will scan and email a copy of the engagement letter signature page to Jessica.

Information and Education – Fred Vigeant

- Recent press releases and Facebook updates –
 - Fred plans to make a post introducing Catrina to the LRA board.
 - Catrina will provide Fred and Luke with a photo.
 - Our Facebook page will also get updated.
- Fred will continue to work on Next Door

Nature Trail – Ben Mummert

Andy walked the trail today, but didn't notice footprints or any additional trail use except for at the preserve.

- Plaques for map boxes – No report
- Vegetation Management – Ben and Andy will meet to plan on vegetation management.
- Trail and stream clean-up – Scheduled for Sunday, March 14 at 10:00 a.m. (rain/snow date 3/20)
 - We should advertise the date to get some additional help.
 - Andy will follow up with the Green Team at Carlisle High School.
 - Catrina will contact a Girl Scout troop who would like to participate in the clean-up.
- Trailhead Parking – Ben and Andy will meet to discuss trailhead parking and plan for improvements and resurfacing of the trail.

Long-Range Planning & Easements – Andy Parker

- Cumberland Conservation Collaborative report (Bill/Ben). – Next meeting scheduled for Monday, February 22, 2021 via ZOOM.
 - Andy and Ben plan to attend. If anyone else is interested, contact Andy and he will provide an agenda.
- Climate initiatives – (Joel)
 - Joel had a conversation with the City of Carlisle's economic development person who is writing their climate action plan in England.
 - Continuing to work on initiatives to collaborate.
 - Agreed to do a collaboration on Earth Day (April 22).
 - Details to be determined by Community Engagement Team – Sara Markovich and Stephanie Taylor
 - If anyone is interested in coordinating anything that the LRA is doing on Earth Day, Joel will provide contact information.
 - Luke volunteered to help out with this event.

Stream Ecology - William Berwick

- ALLARM report and analysis – (Suzanne) – Reviewed water quality results – numbers look good - no additional comments
- Results Summary presentation –
 - Catrina spoke with Julie Vastine. Julie suggested that the senior year students give a presentation to us on April 15th to discuss the water quality and data collection and analysis describing the Letort assessment process and discussing the water quality history and data results.
 - This presentation will be open to the public, townships, and county.

Project Review - Andy Parker

- Cumberland Preserve, MT – Andy reviewed and commented on this plan.
- Westminster Drive, SMT – Andy reviewed and commented on this plan.
- Stone hedge Starbucks, Minor Land Development Plan, SMT - Andy reviewed and commented on this plan.

We have not received checks for the Cumberland Preserve or Westminster Drive plan reviews. Andy will follow up.

OLD BUSINESS:

- Board Vacancies – North Middleton Township (1)
- Potential Projects for 2021 – We will work on projects as soon as the weather permits.

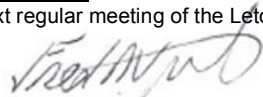
NEW BUSINESS:

- Statement of Financial Interests – Kathy reminded everyone to complete and return their forms – forms already received from Andy & William. Forms due back by May.
 - SMP Annual Partnership Meeting – 1/29/21
 - Notice received from the Pennsylvania Department of State indicating that our association has not made or amended any filing with the Bureau. We are required to file a Decennial Report of Continued Existence.
 - Kathy will take care of filing this report.
 - We will have to discuss and work on extending our charter after 2024.
 - Andy received a Notice from the Pennsylvania Organization for Watersheds and Rivers (POWR).
 - They are doing a membership drive
 - Affiliate Organization Membership - \$30.00
 - PA Community Watershed Organization Membership - \$50.00 (gives us access to their insurance program)
- Andy stated that we may want to think about joining as an organization. Andy will do some additional research.
- Andy was contacted by Kristin Thomas at Dickinson Law asking if we are interested in participating in the Dickinson Law leading Law Student Program.
 - The participant would be a non-voting member of the LRA.
 - Andy made a motion to continue with this program, Mark seconded the motion and the motion carried.
 - Andy will reply to Ms. Thomas and advise that we are interested in participating in this program.

Luke made a motion to adjourn the meeting. Catrina seconded the motion and the motion carried. The meeting adjourned at 7:43 p.m.

NEXT MEETING

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, March 18, 2021, at 7:00 p.m. at the Stuart Community Center.



Fred Vigeant, Secretary

3/18/21

Date Adopted
Prepared by: Kathy L. Russell