

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
May 20, 2021

Due to the Corona Virus warnings, the Stuart Community Center will be closed. Our regular meeting is being held remotely on Thursday, May 20, 2021. Andy called the meeting to order at 7:00 p.m.

ATTENDANCE

Members / Reps Present Catrina Hamilton-Drager, Joel Hicks, Luke Shaffner, Andy Parker, Fred Vigeant, and Dave Price
Member / Rep Absent William Berwick, Ben Mummert, and Mark White
Staff Present Kathy Russell

PUBLIC COMMENT – None

PRESENTATIONS – None

ANNOUNCEMENT – None

APPROVAL OF MINUTES – Dave made a motion to approve the minutes of the April meeting. Fred 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 Rec'd – Plan Review Fee – Carlisle Steel Supply, LLC	+\$300.00
Check Rec'd – Annual Contribution - Middlesex Twp.	+\$3,500.00
Interest	+\$35.67
TOTAL RECEIPTS:.....	+\$3,835.67

Bills Requiring Approval:

Administrator - Services	-\$330.00
Verizon Wireless - Phone	-\$25.38
PennPRIME – Insurance Payment #2	-\$1,230.00
SEK – 2020 audit services	-\$3,145.00
Unpaid Bills Subtotal.....	-\$4,730.38

Paid Bills Subtotal: Carlisle Garden Club **-\$300.00 Approved at April meeting**

TOTAL BILLS: **-\$5,030.38**

Luke provided the financial documents and made a motion that we pay all unpaid bills totaling \$4,730.38. Joel seconded the motion and the motion was carried.

Treasurer's Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

Beginning Balance	\$100.00	
Transfer from Business Savings	+\$300.00	
Donation to Carlisle Garden Club.....	-\$300.00	
Transfer from Business Savings	+\$4,730.38	
Paid Bills.....	-\$4,730.38	
Closing Account Balance		\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$25,784.19	
Transfer to Business Checking Account.....	-\$300.00	
Interest	+\$2.07	
Checks Received.....	+\$300.00	
Check Received – Middlesex Twp.	+\$3,500.00	
Transfer to Business Checking	-\$4,730.38	
Closing Account Balance.....		\$24,555.88

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$12,801.83	
Interest	+\$.84	
Closing Account Balance.....		\$12,802.67
BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01		
Beginning Balance.....	\$100.16	
Interest	+\$.01	
Closing Account Balance.....		\$100.17
CERTIFICATE OF DEPOSIT #40 (25 Month) (Matures 2/17/21)		
Beginning Balance.....	\$5,575.60	
Interest	+\$2.52	
Closing Account Balance.....		\$5,578.12
CERTIFICATE OF DEPOSIT #41 (25 Month) (Matures 8/17/22)		
Beginning Balance.....	\$5,416.73	
Interest	+\$3.33	
Closing Account Balance.....		\$5,420.06
CERTIFICATE OF DEPOSIT #49 (15 Month) (Matures 1/3/22)		
Beginning Balance.....	\$5,255.42	
Interest	+\$3.02	
Closing Account Balance.....		\$5,258.44
CERTIFICATE OF DEPOSIT #50 (25 Month) (Matures 05/20/21)		
Beginning Balance (4/20/19).....	\$5,509.23	
Interest	+\$12.09	
Closing Account Balance.....		\$5,521.32
CERTIFICATE OF DEPOSIT #51 (29 Month) (Matures 03/19/22)		
Beginning Balance (10/18/19).....	\$5,475.07	
Interest	+\$11.79	
Closing Account Balance.....		\$5,486.86
TOTAL FINANCIAL ASSETS ON DEPOSIT:		\$64,823.52

- Financial Summary – As noted
- Budget Report – As noted

Friends of Letort – Mark White –

- Trail and Park clean-up – We will schedule another trail/park clean-up at a later date.
- Database of Friends for Volunteer Opportunities – Continuing to create a database.
 - Joel suggested we reach out to the Boy Scouts and Girl Scouts to adopt a section of the trail to maintain.
 - Andy stated that Friends of Opossum Lake group have periodic clean-up events.

Grants – Andy Parker

- Faulkner grant – No report
- Rotary club grant – Dave spoke with the Rotary club representative who is working on the paperwork and he expects a check in the mail within 3-4 weeks.
- Other Sources – Andy and Dave will get together to form a solid list of projects that we would like to pursue using grant funds.
 - Upgrade Kiosk at Goodyear Park
 - Upgrade Bonnybrook spur bridge to add handrails and make it handicap accessible.
 - Investigate the possible use of the old quarry scale yard for additional parking.
 - Andy stated that if we want to spend funds on the Bonnybrook trail, he estimated a cost estimate of \$66,000.00:
 - Reconstruction of the two bridges done by a contractor.
 - Repair of signage.
 - Repair KIOSK at Goodyear Park.
 - Resurfacing of main trail (particularly along the quarry).
 - Reconstruct the Bonnybrook trail spur.
 - Construct parking at the Spring Garden trailhead.
 - Need Permitting for construction.
 - Bridge Design
 - ENS / Storm Water measures

Audit – Joel Hicks

- Status – Audit completed - No areas of concern.
 - Luke reported that we were rejected for the 501(c)3 status.
 - SEK offered to assist us if we want to apply again.

Information and Education – Fred Vigeant

- Recent press releases and Facebook updates – Fred continues to post articles on our Facebook page. We've had 20-25 likes to our FB page
- Next Door – No comment
- Web hosting – No comment
- Plaques for map boxes – Andy provided Luke with the artwork for the map boxes. Luke will look into having the plaques made.
- Vegetation Management – No discussion.
- Trailhead Parking / Trail extension –
 - Andy met with CPC and South Middleton Township regarding the trail extension.
 - The CPC is in discussions with Eberly and Shambaugh families to establish a conservation easement on their property.
 - The CPC has developed a partnership agreement between the CPC, South Middleton Township and the LRA for the operation maintenance of the trail.
 - Andy and Catrina have reviewed the agreement.
 - Request for authorization to sign will be forthcoming.
- Catrina shared with the group about her experience with the man in a blue house who lives along the trail extension.
 - The unpleasant confrontation with this gentleman was upsetting to Catrina.
 - She asked if she felt she should resign as a board member.
 - We have had no word from Ben or South Middleton Township regarding this issue.
 - We see no need for Catrina to resign.
- Meeting with Union Quarry – Parking solutions, trail maintenance material.
 - Ben is in contact with someone at the quarry.
 - Andy would like to set up another meeting with them to see if they will help us out in redoing the trails.
 - Can we get free or at cost materials from them to resurface the trail?
 - We are looking at getting quarry cooperation in two areas:
 - The old scale yard on Bonnybrook Road as a potentially better parking area.
 - The CPC is looking at the Klepper House / LSU House to develop additional parking.
- Dave will coordinate with Ben on power washing the bridges so that painting can be done. If Ben can get power washing done, Dave proposes May 29th to paint one half of the bridges. If not, it will be August 14th before Dave will be able to reschedule. Advise Dave if you are available to help.

Long-Range Planning & Easements – Andy Parker

- Cumberland Conservation Collaborative report (Bill/Ben) – Andy attended a meeting on Monday.
 - The CCC are securing some grant money to transition to a permanent part-time staff to help with administrative work.
 - The Rails to Trails Association that has the Shippensburg to Carlisle rail trail are in the processing of resurfacing sections of the trail that have been in for a few years. Andy will reach out to them to see how they plan to proceed and what the expected costs are.
- Climate initiatives – (Joel) – Andy attended the Zoning Committee meeting we and they are trying to determine how we can adjust zoning ordinances to better fit modern standards and encourage smarter development.

Stream Ecology - William Berwick

- ALLARM report and analysis – The report was reviewed – nitrates a little on the high side, but nothing to worry about. All other numbers look good.
- FISH water quality monitoring –
 - Andy would like to get some interest and pair some of the fish monitoring stations with the water quality monitoring stations where we could have some comparison of the data.
 - The fish monitoring protocol is set up for citizen science.
 - Score various parameters based on the standards. Perform yearly or quarterly.
 - Luke plans to do periodic reports of the Letort falls.
 - Andy will do reports below the confluence of the two branches.
 - If anyone else is interested in reporting on other stations, please coordinate with Luke and Andy.
- Report of vegetation kill – No report
 - Andy had reports from residence advising us of eroding

Project Review - Andy Parker

- Cambria Place Multi-Family residential, Walnut Bottom Road, SMT – Andy has reviewed and commented
- Smith Farm Subdivision Zenith Apartments, South Spring Garden Street, SMT – Andy has reviewed and commented

OLD BUSINESS:

- Board Vacancies – North Middleton Township (1)
- Potential Projects for 2021 – previously discussed.
- Walk with Extension Event – Letort Park to Goodyear Park to Letort Environmental Center (May 15) – Mark absent – no report
- Cumberland Water Forum – 5/19 6-8:00 –
 - Andy participated in this forum.
 - Topics discussed were: drinking water, source protection wells, ground water resources, and community wells.

NEW BUSINESS:

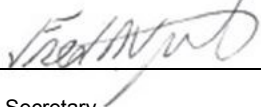
- Request for community service – Dylan Price – Dylan is currently seeking community service opportunities. Andy will reach out to see if Dave's bridge maintenance effort will fulfill Dylan's need.
- Department of State Decennial Report – Table until our June meeting

- We will resume in-person meetings in June.

Luke made a motion to adjourn the meeting. Catrina seconded the motion and the motion carried. The meeting adjourned at 8:17 p.m.

NEXT MEETING

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, June 17, 2021, at 7:00 p.m.



Fred Vigeant, Secretary

June 17, 2021

Date Adopted
Prepared by: Kathy L. Russell