

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

**MINUTES OF THE LETORT REGIONAL AUTHORITY**  
**February 17, 2022**

The meeting was held on Thursday, February 17 2022 at the Stuart Community Center. Andy called the meeting to order at 7:00 p.m.

**ATTENDANCE**

Members / Reps Present Luke Gibson, Catrina Hamilton-Drager, Joel Hicks, Ben Mummert, Andy Parker, Luke Shaffner, and Fred Vigeant  
Members/Reps Absent David Price and Mark White  
Staff Present Kathy Russell

**PUBLIC COMMENT** – None

**PRESENTATIONS** – None

**ANNOUNCEMENT** – None

**APPROVAL OF MINUTES** – Fred made a motion to approve the minutes of the January meeting. Luke seconded the motion and the motion carried.

**Administrator** - (Kathy Russell) –

- Kathy reminded board member to complete their Statements of Financial Interest.
- Kathy submitted the public notice of meeting to the Sentinel for publication. The ad ran Jan. 2,3, & 4<sup>th</sup>.

**COMMITTEE REPORTS**

**Finance / Budget** – (Luke Shaffner)

**Monthly Financial Status**

The memorandum of bills is as follows:

**Receipts:**

Current Month	
Donation .....	+\$50.00
Interest .....	+\$26.23
<b>TOTAL RECEIPTS:</b> .....	<b>+\$76.23</b>

**Bills Requiring Approval:**

Administrator - Services.....	-\$330.00
Verizon Wireless - Phone .....	-\$24.71
Luke Shaffner – LRA – Deluxe business checks.....	-\$159.21
<b>Unpaid Bills Subtotal</b> .....	<b>-\$513.92</b>

**Paid Bills:**

<b>Paid Bills Subtotal</b> .....	<b>-\$0.00</b>
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**Fees**

PayPal .....	<b>\$1.94</b>
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**TOTAL BILLS:** ..... **-\$515.86**

Luke provided the financial documents and made a motion that we pay all unpaid bills totaling \$515.86. Ben seconded the motion by email and the motion was carried.

**Treasurer's Report:**

**BANK ASSET ACCOUNTS:**

**BUSINESS CHECKING ACCOUNT (07)**

Beginning Balance .....	\$100.00
Transfer from Business Savings .....	+\$1,000.00
Transfer from Business Savings .....	+\$513.92
Paid Bill.....	<b>-\$513.92</b>

**Closing Account Balance** ..... **\$1,100.00**

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

Beginning Balance .....	\$25,935.86	
Interest.....	+\$2.35	
Transfer to Business Checking .....	-\$1,000.00	
Transfer from Supplemental Savings .....	+\$5,000.45	
Transfer to Business Checking .....	-\$513.92	
<b>Closing Account Balance.....</b>		<b>\$29,424.74</b>

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

Beginning Balance .....	\$14,281.30	
Interest.....	+\$0.95	
2x PayPal Donation .....	+\$48.06	
<b>Closing Account Balance.....</b>		<b>\$14,330.31</b>

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

Beginning Balance .....	\$5,100.25	
Interest.....	+\$ .20	
Transfer to Business Savings .....	-\$5000.45	
<b>Closing Account Balance.....</b>		<b>\$100.00</b>

**CERTIFICATE OF DEPOSIT #40 (25 Month) (Matures 2/17/23)**

Beginning Balance .....	\$5,598.70	
Interest.....	+\$2.61	
<b>Closing Account Balance.....</b>		<b>\$5,601.31</b>

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

Beginning Balance .....	\$5,447.30	
Interest.....	+\$3.46	
<b>Closing Account Balance.....</b>		<b>\$5,450.76</b>

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

Beginning Balance .....	\$5,283.33	
Interest.....	+\$1.88	
<b>Closing Account Balance.....</b>		<b>\$5,285.21</b>

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

Beginning Balance (4/20/19).....	\$5,546.10	
Interest.....	+2.35	
<b>Closing Account Balance.....</b>		<b>\$5,548.45</b>

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

Beginning Balance (10/18/19).....	\$5,584.09	
Interest.....	+\$12.43	
<b>Closing Account Balance.....</b>		<b>\$5,596.52</b>

**TOTAL FINANCIAL ASSETS ON DEPOSIT:.....\$72,437.30**

- Financial Summary – As noted
- Budget Report – The budget is on track.
- Luke has renewed CD49 for 15 months
  - CD51 will renew in March
  - CD41 will renew in August

**Friends of Letort – Mark White –**

- Database of Friends for Volunteer Opportunities – We continue to build and update this list.

**Grants – Andy Parker**

- Rotary club grant (Spring Garden Parking) –
  - Ben reported that FSA is developing plans for the parking.
  - Ben met with Jerry Schlusser from Schlusser Paving to discuss paving options.
- Local Share Account grant – Due March 15
  - Andy received a CAED grant notice.
    - The grant application requires an engineer’s estimate
    - Andy felt it is too late to meet the March 15<sup>th</sup> deadline
    - Andy suggested we could contact our engineers to have them develop an estimate for trail improvements for future grant opportunities.
    - Ben will contact FSA to discuss

**Audit – Joel Hicks**

- Approve SEK’s financial audit
  - Luke will be submitting all required documents to SEK
  - Andy will provide Luke with his review results of the Members 1<sup>st</sup> documents.

**Information and Education** – Fred Vigeant

- Recent press releases and Facebook updates – Fred continues to post notices.
  - Fred will post a notice of Jerry Gapp's passing.
  - Fred will post a notice on the CCWA Hike to the Source of the Conodoguinet Creek / April 24<sup>th</sup> at 9:45 am
- Next Door – No report
- Web hosting – No report

**Nature Trail** – Ben Mummert

- Trail vegetation management –
  - Ben reported on a few volunteer events
  - Ben cleared a tree on the trail
- Plaques for map boxes –
  - Andy has installed the new plaques on the map boxes.
- Trail extension – ROW and Trail opening –
  - Andy will contact South Middleton Township on the status

**Long-Range Planning & Easements** – Andy Parker

- UGI Easement update – Planning for spring persimmon planting.
  - Ben will order seed and trees
- Parker Spring – vegetation management –
  - We will wait for the snow to melt before scheduling a walk.
- Inventory and inspect LRA easements and properties – winter 2021/2022 (notify property owners) –
  - Andy provided Kathy with a letter and mailing list for property owners.
  - Kathy will create and mail out the letters.

**Stream Ecology** – Mark White

- ALLARM report and analysis – (Ginny) –
  - Andy reported that the nitrates are a bit high, but other numbers look good.
    - Farming and failing septic could be the potential cause of the high nitrate numbers
    - Joel suggested we ask ALLARM to see if they can detect or measure where the contaminates are coming from.

**Project Review** - Andy Parker

- NONE

**OLD BUSINESS:**

- Board Vacancy – North Middleton Township (1) and Carlisle Borough (Bill's term expires 12/21)
  - Ben reported that Don Ward has submitted his application to NMT requesting appointment as their representative.
  - Suzanne Hartley and Bob Ackerman have expressed an interest in becoming the Carlisle Borough representatives.
- New Trail Maps – update map and brochure – No report
- Crawfoot Award – Herb Weigl
  - Luke has submitting the information to Muffin Enterprise to develop the award.
- CCMG Plant Fest 5/21 – Need updated display / demonstration – No report
- No response from USACE and PADEP on Luciano violation.
  - Andy has contacted Joe Luciano – Corp and DEP

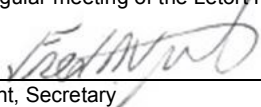
**NEW BUSINESS:**

- CCWA opportunities – Andy has emailed upcoming events to everyone – tree plantings – stream clean up – hike.
- POWR 2022 South Central Regional Workshop – March 11 from 9:00-3:00 at the Trees and Tails Environmental Center in Mechanicsburg
- Congratulations to Luke Gibson who will be working for Salzmann Hughes, P.C. after his graduation from Dickinson Law School in May.
- Ben reported that he has been speaking with a Ranger at Caledonia State Park regarding a geese problem at the lower end of Letort behind Home Depot.
  - She should be well off of the trail, follow all hunter safety issues and verify she is on our property.
  - Andy suggested she also get an agreement from Trout Unlimited.
  - Ben and Andy will discuss this issue further before responding to the ranger.
- A letter was received from Richland Acquisitions LLC. They are interested in purchasing 11.92 acres of our property on South Spring Garden Street (Parcel 40-09-0531-26EX) for \$41,200.
  - Luke made a motion that we are NOT interested in this offer, Ben seconded the motion and the motion carried.

Luke made a motion to adjourn the meeting. Joel seconded the motion and the motion carried. The meeting adjourned at 8:00 p.m.

**NEXT MEETING**

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, March 17<sup>th</sup>, at 7:00 p.m.

  
Fred Vigeant, Secretary

3/17/22  
Date Adopted

Prepared by: Kathy L. Russell