

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
March 17, 2022

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

ATTENDANCE

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

PUBLIC COMMENT – None

PRESENTATIONS – None

ANNOUNCEMENT –

- Andy welcomed Don Ward to his first LRA meeting as the new North Middleton Township Representative.
- Andy sadly announced the passing of one of LRA's previous board member, Tom Stenejhjem died on 2/23/22.

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

Administrator - (Kathy Russell) –

- Kathy reminded board member to complete their Statements of Financial Interest. (Waiting for the form from Bill and Catrina)

COMMITTEE REPORTS

Finance / Budget – (Luke Shaffner)

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month	
Check Received – Middlesex Township.....	+\$3,500.00
Check Received – Borough of Carlisle.....	+\$2,500.00
PayPal – FoL Donation	+\$25.00
Interest	+\$23.98
TOTAL RECEIPTS:	+\$6,048.98

Bills Requiring Approval:

Administrator - Services.....	-\$330.00
Verizon Wireless - Phone	-\$24.71
Cross & Crown – Webhosting	-\$180.00
PennPrime – Insurance (2 of 3)	-\$1,230.00
The Sentinel – Public notice	-\$113.20
Luke Shaffner – Muffin Enterprises plaque	-\$45.00
Unpaid Bills Subtotal.....	-\$1,922.91

Paid Bills:

Paid Bills Subtotal	-\$0.00
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Fees

PayPal	<u>\$1.21</u>
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TOTAL BILLS: **-\$1,924.12**

Luke provided the financial documents and made a motion that we pay all unpaid bills totaling \$1,924.12. Fred seconded the motion by email and the motion was carried.

Treasurer's Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

Beginning Balance	\$1,100.00
Transfer from Business Savings	+\$1,922.91
Paid Bill.....	<u>-\$1,922.91</u>

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

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$29,424.74	
2x Checks Received	+ \$6,000.00	
Interest.....	+ \$2.22	
Transfer to Business Checking	- \$1,922.91	
Closing Account Balance.....		\$33,504.05

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$14,330.31	
Interest.....	+ \$0.88	
1x PayPal Donation	+ \$23.79	
Closing Account Balance.....		\$14,354.98

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance	\$100.00	
Interest.....	+ \$.21	
Closing Account Balance.....		\$100.21

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

Beginning Balance	\$5,601.31	
Interest.....	+ \$2.36	
Closing Account Balance.....		\$5,603.67

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

Beginning Balance	\$5,450.76	
Interest.....	+ \$3.12	
Closing Account Balance.....		\$5,453.88

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

Beginning Balance	\$5,285.21	
Interest.....	+ \$1.82	
Closing Account Balance.....		\$5,287.03

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

Beginning Balance	\$5,548.45	
Interest.....	+ 2.12	
Closing Account Balance.....		\$5,550.57

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

Beginning Balance	\$5,596.52	
Interest.....	+ \$11.25	
Closing Account Balance.....		\$5,607.77

TOTAL FINANCIAL ASSETS ON DEPOSIT:.....\$76,562.16

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

Luke reported that the overbilling issue with PennPRIME has been resolved. We have one more payment due to PennPRIME, we are 70% paid off on our insurance premium.

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 continues to work with South Middleton Township and Schlusser Paving on the proposed plans for paving the parking area for the trail extension to include an 18' X 20' handicap parking space.
- Local Share Account grant – Due March 15
 - We were not able to meet the deadline for this year, but we will prepare to apply next year.

Audit – Joel Hicks

- Luke continues to work with SEK on finalizing the audit.
 - Three items out of 24 are outstanding.

Information and Education – Fred Vigeant

- Recent press releases and Facebook updates – Fred will post:
 - A notice of Tom Stenejhem's death, and
 - Destination Carlisle's Earth Day Celebration scheduled for April 23 from 11:00-4:00
- Next Door – No report

- Web hosting – No report

Nature Trail – Ben Mummert

- Trail vegetation management –
 - Ben picked up one of over 100 two-year old persimmon seedlings being donated by Good Keeper Farm.
 - Good Keeper Farm would like a donation for digging up the seedlings.
 - Ben hopes to begin planting this Saturday.
 - Ben has requested volunteers to help dig up and replant the trees.
 - Ben stated that volunteers are doing a lot of work along the trail.
 - Ben heard from Penn Cumberland Garden Club who would like to donate \$1,000 to improve the trail with native plants.
- Trail extension – ROW and Trail opening – No report – Andy will follow up with the township.
- Debris on trail? – Ben has removed a few trees along the trail.
- Ben will be meeting this Wednesday with Union Quarries to discuss parking, resurfacing the trail by the stone crusher, and providing materials for parking area at the trail extension.

Long-Range Planning & Easements – Andy Parker

- UGI Easement update – Planning for spring persimmon planting. – previously discussed
- Parker Spring and Spring Garden properties
 - Andy and Don walked the Parker Spring and Spring Garden properties to determine opportunities to clean up the areas, remove honeysuckle, and try to reestablish natives.
- Easement inspection
 - Kathy sent out letters to property owners.
- Cumberland County Riparian Buffer Planting Inventory – long-term operation and maintenance.
 - Sean Fabian with HRG Engineering is doing the county-wide Watershed Action Plan for Cumberland County
 - They are compiling a list of current and past riparian buffer plantings to have a county-wide inventory.
 - Andy reported that the LRA will be planting persimmons.

Stream Ecology – Mark White

- ALLARM report and analysis – (Ginny) – Dickinson College is on spring break. We will have results around 3/28/22.

Project Review - Andy Parker

- NONE

OLD BUSINESS:

- Board Vacancy –
 - North Middleton vacancy has been filled.
 - Carlisle Borough (Bill's term expired 12/21).
 - Joel has emailed the Borough office to see if they have any candidates.
- New Trail Maps – update map and brochure
 - Once Andy talks to the township, we will know what timeframe we are looking at to opening the trail so we can update the map.
 - We will approach Faulkner Subaru again to see if they will be willing to provide funding for the map printing.
 - It was suggested to look into the Dickinson Print Shop as an option for printing.
- Crawfoot Award – Herb Weigl
 - Luke has gotten the plaque for Herb Weigl.
 - We will have to decide when and how we want to present the plaque to Herb.
- CCMG Plant Fest 5/21 –
 - Catrina is working on updating the display.

NEW BUSINESS:

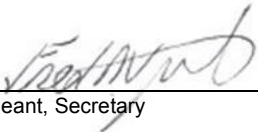
- Carlisle Garden Club Memorial project.
 - They have \$1,500 to spend on a memorial project.
Several suggestions:
 - Build a stone bench with a memorial plaque
 - Build steps on the bank into the Letort by the garden
 - Extend garden along the bank
- Letort Garden spring cleanup – will be scheduled for spring.
- CCWA Freshet – Note on Mariner East pipeline discharge in the Letort
- Conodoguinet Creek Greenway Trail Feasibility Study – Andy sent out an email
- Move Past Plastics and PFAS Campaign – regarding chemical usage / contaminate ground water
- Dickinson Climate Justice Teach-in – on Dickinson's campus and at Bosler Library - 3/30/22
- CVTU Letort Coldwater Conservation Plan – Restoration Action Plan –
 - They have completed the cold-water conservation plan and they have drafted a Letort Restoration Action Plan taking the recommendations out of the conservation plan to try to come up with an Action Plan.
- CCWA Planting Committee activities
- SMP South Mountain Science Summit scheduled for 4/29/22
 - Andy will attend
 - Ben will be making a presentation

- CCC meeting scheduled for Monday, March 21st at 6:00 p.m. at the Visitor's Bureau conference room

Luke made a motion to adjourn the meeting. Ben seconded the motion and the motion carried. The meeting adjourned at 8:10 p.m.

NEXT MEETING

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, April 21st, at 7:00 p.m.



Fred Vigeant, Secretary

4/21/22

Date Adopted
Prepared by: Kathy L. Russell