

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
May 19, 2022

The meeting was held on Thursday, May 19, 2022 at the Stuart Community Center. Andy called the meeting to order at 7:00 p.m.

ATTENDANCE

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

PUBLIC COMMENT – None

PRESENTATIONS – Andy welcomed Kathy and Herb Weigl to our meeting. The Miriam Crawford Award is given to people who have made significant contributions to the Letort Watershed, this year’s recipient of this award is Herb Weigl. Herb spent many years on the board, served as Treasurer and other various positions and provided help and guidance to other board members. Congratulations to Herb!

ANNOUNCEMENT –

APPROVAL OF MINUTES – Luke 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 Received – North Middleton Township	+\$2,000.00
Interest	+\$16.40
TOTAL RECEIPTS:	+\$2,016.40

Bills Requiring Approval:

Administrator - Services	-\$330.00
Verizon Wireless - Phone	-\$24.71
Unpaid Bills Subtotal	-\$354.60

TOTAL BILLS: **-\$354.60**

Luke provided the financial documents and made a motion that we pay all unpaid bills totaling \$354.60. Fred seconded the motion by email and the motion was carried.

- Financial Summary –

Treasurer’s Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

Beginning Balance	\$100.00	
Transfer from Business Savings	+\$354.60	
Paid Bill.....	-\$354.60	
Closing Account Balance		\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$33,452.31	
1x Checks Received	+\$2,000.00	
Interest.....	+\$2.81	
Transfer to Business Checking	-\$354.60	
Closing Account Balance		\$35,100.52

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$14,355.95	
Interest.....	+\$0.94	
Closing Account Balance		\$14,356.89

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance	\$100.22	
Interest	<u>+\$0.01</u>	
Closing Account Balance.....		\$100.23

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

Beginning Balance	\$5,606.28	
Interest	<u>+\$2.53</u>	
Closing Account Balance.....		\$5,608.81

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

Beginning Balance	\$5,457.34	
Interest	<u>+\$3.35</u>	
Closing Account Balance.....		\$5,460.69

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

Beginning Balance	\$5,289.05	
Interest	<u>+\$1.95</u>	
Closing Account Balance.....		\$5,291.00

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

Beginning Balance	\$5,552.92	
Interest	<u>+2.28</u>	
Closing Account Balance.....		\$5,555.20

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

Beginning Balance	\$5,616.12	
Interest	<u>+\$2.53</u>	
Closing Account Balance.....		\$5,618.65

TOTAL FINANCIAL ASSETS ON DEPOSIT:.....\$77,191.99

Since the interest rates are so low, Luke made a motion that when the CDs come due, we have them rolled over to cash. Ben seconded the motion and the motion carried.

Luke has been working with SEK to look into the possibility of turning the Authority into a 501(c)3 organization. Luke will continue to pursue this option.

Andy received a call from the United Way. Someone wanted to make a contribution to the LRA through the United Way. They have a policy that they only give money to 501(c)3 organizations. Because we are not a 501(c)3 organization, Andy suggested they contact the donor suggesting they donate to us directly or redirect their donation. No update has yet been received.

- Budget Report – As noted

Friends of Letort – Mark White –

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

Grants – Andy Parker

- Other funding sources
 - Develop a list of grants with application dates, etc.
 - Our new board member, Bob Ackerman, is a retiring law professor who has fund raising experience. Hopefully, Bob can assist in completing grant applications.
 - We received a notice of the South Mountain Partnership mini grant pre-application which is due next week, Full application is due in July.
 - Andy would like to have a list developed on potential grants, what the limits are, how much match they require, what their due dates are, etc.

Audit – Joel Hicks

- Luke reported that the audit has been completed. No outstanding issues. No invoice received yet.
- Kathy will submit a notice to the Sentinel for publication.

Information and Education – Fred Vigeant

- Recent press releases and Facebook updates – Fred continues to post notices
- Next Door – No report
- Web hosting – No report
- New display and handouts (PEC GSI video?) – No report
- Website inquiry – Plant growth in the stream
 - Andy responded to a website inquiry concerning greenery choking the Letort spring in the section that runs behind Highland Avenue.

Nature Trail – Ben Mummert

- Ben asked for permission to take down signs along the trail (particularly behind Lamberton Middle School) that have been vandalized and make the trail appear that the trail is not being maintained.
 - We should work on updating and replacing damaged signs.
 - Approximate cost for replacement of new signage is \$120.00 a square foot.
- Trail vegetation management – Trail closure, earth disturbance
 - It was suggested we post notice when closing the trail for maintenance work.
 - As a safety concern for both the workers and the trail walkers.
 - Andy will contact South Middleton Township regarding mowing.
- Trail extension – ROW and Trail opening –
 - If we resurface the first 1,200 feet of the trail, SMT can resurface the remaining ¾ of a mile.
- Revised trail Map and Brochure

Long-Range Planning & Easements – Andy Parker

- UGI Easement update – Planning for spring persimmon planting
 - Ben reported that the trees are greening up and looking great.
- Easement inspection – Schedule?
 - Easement inspection was never completed.
 - Don volunteered to assist in completing the inspection with Andy.
 - Luke volunteered to have done shots taken of the area.
- CCC Meeting
 - Andy attended the meeting on Monday and reported on the issues discussed.

Stream Ecology – Mark White

- ALLARM report and analysis – (Ginny) –
 - Andy reported on the May water quality results:
 - One station had elevated nitrogen
 - One station had elevated phosphate
- Stream restoration / stabilization Letort and Biddle Mission Parks?
 - A permit will be needed to address repairs.
 - There is a 6' gap between the bank and the large rocks causing erosion.
 - Possible solution to stabilize the area would be to add gravel behind the large rocks to fill in the gaps.
 - Bigger Fix would be at Biddle Mission Park.
 - The bank is bare and there is nothing hold back the bank.
 - It is an eroded vertical bank.
 - Possibly add vegetation to the bank.

Project Review - Andy Parker - None

OLD BUSINESS:

- Middlesex Township board vacancy.
- Destination Carlisle Earth Day – Saturday, April, 23rd, Castlerigg – not particularly successful
- SMP South Mountain Science Summit – 4/29/22 –
 - Andy attended this event and Ben gave a presentation.
- Cumberland County Master Gardener's Plant Fest – May 21st 8:00 a.m.-1:00 p.m.
 - Andy and Luke plan to attend.
 - Andy is working on getting a Certificate of Insurance from Strickler Insurance.
 - Ben made a motion to authorize Andy to spend up to \$100.00 to purchase plants from the Carlisle Garden Club to be planted along the trail. Luke seconded the motion and the motion carried.
- CVTU Letort Coldwater Conservation Plan – Restoration Action Plan.
 - They are still working on Andy's comments on the action plan.
- Bosler Library Coldwater Conservation Program – September 2022
 - The LRA will participate that CVTU is presenting.
 - Four classroom type sessions
 - Several field trips
- SMT Roadside management – herbicide use – No report
- Authority re-incorporation (2024)
 - Each LRA representative should contact their township to get their opinion on the reincorporation of the LRA.

NEW BUSINESS:


- Carlisle Summer Fair, Bosler /Watersheds table – Saturday, June 25 8:30 a.m.-3:30 p.m.
 - If you are interested in volunteering to man the table at this event, please contact Andy.
- King's Gap Garden Harvest Day – Sunday, October 2 12:00 p.m. – 5:00 p.m.
 - Andy made a motion to participate with a booth at this event. Luke seconded the motion and the motion carried.
- Prioritize Projects and identify funding.
 - Andy emailed a Potential LRA Project list out to everyone.
 - Please add one additional project to this list: Resurfacing the existing trail
 - He would like you to rank the projects according to what you think their priority should be.
 - Ranking a project as 1 would be the highest.
 - After the spreadsheet calculates everyone's input, the lowest ranking project will be the highest priority.
 - If anyone has any additional projects to be added to this list, please advise Andy by May 26th so that he can update the spreadsheet.

- Please respond to Andy with your ranking of these projects by June 2nd.

Luke made a motion to adjourn the meeting. Catrina seconded the motion and the motion carried. The meeting adjourned at 8:22 p.m.

NEXT MEETING

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, June 16, 2022, at 7:00 p.m.



Fred Vigeant, Secretary

6/16/22
Date Adopted
Prepared by: Kathy L. Russell