

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

**MINUTES OF THE LETORT REGIONAL AUTHORITY**  
**June 16, 2022**

The meeting was held on Thursday, June 16, 2022 at the Stuart Community Center. Andy called the meeting to order at 7:00 p.m.

**ATTENDANCE**

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

**PUBLIC COMMENT** – None

**PRESENTATIONS** –

**ANNOUNCEMENT** – Andy welcomed two new LRA board members:

- Bob Ackermann representing the Borough of Carlisle and replacing William Berwick
- Curtis Stevens representing Cumberland County and replacing Joel Hicks.

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

**Administrator** - (Kathy Russell) – Kathy asked members to update their contact information.

**COMMITTEE REPORTS**

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

**Monthly Financial Status**

The memorandum of bills is as follows:

**Receipts:**

Current Month	
Check Received – Friends of Letort .....	+\$50.00
Interest .....	+\$17.04
<b>TOTAL RECEIPTS: .....</b>	<b>+\$67.04</b>

**Bills Requiring Approval:**

Administrator - Services .....	-\$330.00
Verizon Wireless - Phone .....	-\$24.60
Andy Parker – Plant sale receipt .....	-\$100.00
SEK – Audit services .....	-\$3,325.00
<b>Unpaid Bills Subtotal.....</b>	<b>-\$3,779.60</b>

**TOTAL BILLS: .....** **-\$3,779.60**

Luke provided the financial documents and made a motion that we pay all unpaid bills totaling \$3,779.60. Ben 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 .....	+\$3,779.60	
Paid Bill.....	-\$3,779.60	
<b>Closing Account Balance .....</b>		<b>\$100.00</b>

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

Beginning Balance .....	\$35,100.52	
Interest.....	+\$2.98	
Transfer to Business Checking .....	-\$3,779.60	
<b>Closing Account Balance.....</b>		<b>\$31,323.90</b>

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

Beginning Balance .....	\$14,356.89	
Interest.....	+\$0.98	
Check Received .....	+50.00	
<b>Closing Account Balance.....</b>		<b>\$14,407.87</b>

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

Beginning Balance .....	\$100.23	
Interest .....	+\$0.01	
<b>Closing Account Balance.....</b>		<b>\$100.24</b>

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

Beginning Balance .....	\$5,608.81	
Interest .....	+\$2.62	
<b>Closing Account Balance.....</b>		<b>\$5,611.43</b>

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

Beginning Balance .....	\$5,460.69	
Interest .....	+\$3.46	
<b>Closing Account Balance.....</b>		<b>\$5,464.15</b>

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

Beginning Balance .....	\$5,291.00	
Interest .....	+\$2.02	
<b>Closing Account Balance.....</b>		<b>\$5,293.02</b>

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

Beginning Balance .....	\$5,555.20	
Interest .....	+2.35	
<b>Closing Account Balance.....</b>		<b>\$5,557.55</b>

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

Beginning Balance .....	\$5,618.65	
Interest .....	+\$2.62	
<b>Closing Account Balance.....</b>		<b>\$5,621.27</b>

**TOTAL FINANCIAL ASSETS ON DEPOSIT:..... \$73,479.43**

- Budget Report – As noted
- 501(c)3
  - Luke met with Jessica and William Oyster at SEK to discuss the possibility of the LRA becoming a 501(c)3 organization.
    - As a non-profit municipal authority, we are not eligible for 501(c)3 status
    - We discussed applying for a 501(c)3 for the Friends of Letort group.
    - Other options would be to partner with other organizations such as the Cumberland Conservation Collaborative (CCC), Central Pennsylvania Conservancy (CPC), or the Conodoguinet Watershed Association (CWA), which are all 501(c)3 organizations.
  - Luke made a motion to table our advancement of pursuing a 501(c)3 status to a future date. Ben seconded the motion and the motion carried.

**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
  - Andy will work with Bob to create a spreadsheet/database of available grants we could pursue with application dates, matches required, etc.

**Audit –**

- The audit announcement has been posted in The Sentinel and the invoice has been received for payment.

**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?) – Catrina continues to work on this project.
- Website inquiry – Fishing regulations, Trash cans along trail
  - Providing trash cans would require a trash service which is not currently in our budget.
  - Ben will ask Union Quarries if they would be willing to donate a trash can displaying their logo.
  - Another possibility would be to ask the Carlisle School District (Lamberton Middle School).if they could provide a trash can behind the school.
  - Andy will ask South Middleton Township if they would be willing to provide a trash can at the end of the trail.
- Other Inquiries – Comments on greenway management, tree down on upper Letort, disturbances near Lamberton.
  - Andy commented on the greenway management plan.
  - Ben will meet with Brad Angle and Brett Flower on June 20<sup>th</sup> to discuss greenway management.
  - Andy responded to the concern about the downed tree. It is the owner of the property’s responsibility to remove the tree.

**Nature Trail** – Ben Mummert

- Trail vegetation management –
  - Ben reported on establishing native plants and removing invasive plants.
  - Don checked with John Eppley at North Middleton Township regarding wood chipping equipment, but nothing is available.
  - Andy spoke with Cory at SMT regarding providing a sickle mower to clear the trail. He has not gotten a response.
- Trail extension – ROW and Trail opening – No report
- Revised trail Map and Brochure – We are waiting for the new trail extension to be approved so that it can be included on the map.
- Andy received a notice from the CCWA – they are ordering trees for fall planting.
  - Do we want to work with them to order plants?
    - Andy will research,

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

- UGI Easement update – Ben reported the planting of 1000 persimmon seedlings
- Easement inspection – Schedule? – Luke is working on providing overview photos of properties using his drone.
- CCC Meeting – Next meeting will be in July

**Stream Ecology** – Mark White

- ALLARM report and analysis –
  - Andy reported on the June water quality results:
    - It was noted that the east branch of the Spring Garden has warmer temperatures but still well within the tolerance range for brown trout.
- Stream restoration / stabilization Letort and Biddle Mission Parks – discussed with projects

**Project Review** - Andy Parker - None

**OLD BUSINESS:**

- Cumberland County Master Gardener's Plant Fest – May 21<sup>st</sup> 8:00 a.m.-1:00 p.m. - Good turnout
- CVTU Letort Coldwater Conservation Plan – Restoration Action Plan.
  - They provided a copy of the action plan to the CPC for comment.
- Bosler Library Coldwater Conservation Program – September 2022 (Carlisle Summer Fair 6/25 10:00-3:00)
  - If anyone is interested in attending this event, please contact Andy for details.
- SMT Roadside management – herbicide use –
  - Andy touched base with the township to make sure they minimize use of herbicides along the Letort.
- Authority re-incorporation (2024)
  - Members were asked to contact their respective townships to see if they are willing to support a re-incorporation of the LRA.
  - We should make a decision one year before this expiration (2023).
- King's Gap Garden Harvest Day – Sunday, October 2 – 12:00-5:00 pm
  - Andy will respond to have us penciled in for this event.
- Camp Hill Borough Storm Fest – Andy will replay that we are not interested in this event.
- Curt will reach out to the commander at the Army War College to see if he can get someone who may be interested in joining the LRA as a community representative.

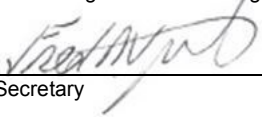
**NEW BUSINESS:**

- Prioritize Projects and identify funding.
  - Andy reviewed the list of potential projects and asked members to rank their priority.
- Members should review the various committees available and decide which committee they would like to be involved in.

Luke made a motion to adjourn the meeting. Curt seconded the motion and the motion carried. The meeting adjourned at 8:45 p.m.

**NEXT MEETING**

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, July 21, 2022, at 7:00 p.m.

  
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Fred Vigeant, Secretary

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July 21, 2022  
Date Adopted  
Prepared by: Kathy L. Russell