

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
July 21, 2022

The meeting was held on Thursday, July 22, 2022 at the Stuart Community Center. Andy called the meeting to order at 7:00 p.m.

ATTENDANCE

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

Members/Reps Absent Fred Vigeant

Staff Present Kathy Russell

PUBLIC COMMENT – Andy welcomed a visitor to our meeting, Jeff McKinsey. Jeff is new to the Carlisle area and thinks he would like to get involved with the LRA. Andy suggested he consider replacing Fred Vigeant as a board member as Fred has expressed that he would like to step down from his position on the board as the Carlisle Borough representative.

PRESENTATIONS – None

ANNOUNCEMENT - None

APPROVAL OF MINUTES – Don made a motion to approve the minutes of the June meeting. Ben seconded the motion and the motion carried.

Administrator - (Kathy Russell) –

- Kathy reported that LRA's wireless home phone system is obsolete and needs updated. The upgrade offer is \$99 which is billed over 36 months at \$2.77, our monthly bill should be approximately the same as it is now. (\$24-\$27 per month).
- Luke made a motion to upgrade the phone from a 3G to 4G network, Curt seconded the motion and the motion carried.
- Luke will research our best options and will take care of upgrading the system.

COMMITTEE REPORTS

Finance / Budget – (Luke Shaffner)

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month	
Check Received – SMT contribution	+\$6,000.00
Check Received – Plan review fee	+\$300.00
Check Received – Plan review fee	+\$300.00
Interest	+\$16.33
TOTAL RECEIPTS:	+\$6,616.33

Bills Requiring Approval:

Administrator - Services	-\$330.00
Verizon Wireless - Phone	-\$26.23
The Sentinel – Audit posting	-\$60.10
PennPrime - Insurance	-\$1,230.00
Unpaid Bills Subtotal	-\$1,646.33

TOTAL BILLS: **-\$1,646.33**

Luke provided the financial documents and made a motion that we pay all unpaid bills totaling \$1,646.33. Curtis seconded the motion 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	+\$1,646.33
Paid Bill	-\$1,646.33

Closing Account Balance **\$100.00**

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$31,323.90	
Interest.....	+\$2.72	
Check Received	+\$6,000.00	
Transfer to Business Checking	-\$1,646.33	
Closing Account Balance.....		\$36,280.29

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$14,407.87	
Interest.....	+\$0.95	
Closing Account Balance		\$14,408.82

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance	\$100.24	
Interest.....	+\$0.01	
Closing Account Balance.....		\$100.25

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

Beginning Balance	\$5,611.43	
Interest.....	+\$2.53	
Closing Account Balance.....		\$5,613.96

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

Beginning Balance	\$5,464.15	
Interest.....	+\$3.35	
Closing Account Balance.....		\$5,467.50

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

Beginning Balance	\$5,293.02	
Interest.....	+\$1.95	
Closing Account Balance.....		\$5,294.97

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

Beginning Balance	\$5,557.55	
Interest.....	+2.28	
Closing Account Balance.....		\$5,559.83

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

Beginning Balance	\$5,621.27	
Interest.....	+\$2.54	
Closing Account Balance.....		\$5,623.81

TOTAL FINANCIAL ASSETS ON DEPOSIT:..... \$78,449.43

- Budget Report –
 - Luke reported that the first of 5 CDs will be maturing next month, 3 CDs will mature next year, and the last CD will mature in 2024.
- Cash Flow
 - Andy discussed the two-year cash flow numbers created by Luke.
 - We can safely look at spending \$20,000.00 per year on trail projects, supplementing them with grant funding.

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
 - Bob is developing a spreadsheet / database of available grants we could pursue with application dates, matches required, etc.
 - Bob will email a draft of the spreadsheet out to LRA members in the near future.

Audit – No report

Information and Education – Fred Vigeant

- Recent press releases, Facebook updates, Next Door – Fred continues to post notices
- Web hosting – Domain registration 8/1/22
 - Luke will renew our domain with GoDaddy and make sure it doesn't expire.

Nature Trail – Ben Mummert

- COIs and / or volunteer waiver
 - Ben will provide a COI to Kathy
- Trail vegetation management –
- Trail mowing.
 - Ben has been mowing the trail for 2-3 years.
 - Community members have also been mowing.
 - Catrina volunteered her husband to mow the upper part of the trail.

- Ben suggested we talk with SMT to see if they could come in with a tractor and boom mower to shred the brush that is too close to the wetlands to mow.
 - Andy will work on details with Kurt at SMT.
- Ben would like to rent a wood chipper sometime between now and next spring to address invasive species.
 - Ben has been looking at some grants – Sept. 9 – County Land Partnerships grant application.
 - Partner with other non-profits to bring in funding.
 - Ben will provide Kathy with a COI for himself and waivers for any volunteers.
- Ben reported that all bridges have been stained.
- Quarry crossing concerns
 - Andy met with Union Quarries. They have a concern with their road crossings.
 - Trail walkers have ignored the signs and are wearing headphones and not stopping at the crossing.
 - UQ will fund putting a bollard in the middle of the trail.
 - DCNR suggested an off-set gate.
 - This is a concern we would like to address with the quarry.

Long-Range Planning & Easements – Andy Parker

- Easement inspection – Schedules? –
 - Luke provided Andy with drone footage on the easements.
 - Site inspections will be scheduled.
 - Our property that is along I81 on the other side of the stream from the trail. DCNR has this listed as a replacement property, which in Section 6F terms – if somebody impacts a 6F property (property that was bought with Land and Water Conservation Funds), one of the requirements is that the agency that doing the conversion of that grant funded park property has to replace that property. That replacement has to be open to the public. Don noticed that this parcel is not accessible. Andy will review the deed.

Stream Ecology – Mark White

- ALLARM report and analysis –
 - Still seeing some elevated nutrient levels.
 - Everything else looks ok.

Project Review - Andy Parker –

- Smith Farm townhomes, SMT – Andy completed the review of this plan and made comments.
- Letort Estates, MT – Andy will review this plan.

OLD BUSINESS:

- CVTU Letort Coldwater Conservation Plan – Restoration Action Plan.
- Bosler Library Coldwater Conservation Program – September 2022
 - Andy will be working with Helen Deno from Pennsylvania Geological Survey and Holly Smith on the second presentation and fieldtrip about Life in and around Streams (Letort).
- Authority re-incorporation (2024)
 - Each LRA rep should contact their township to get their opinions on whether they want to continue to support the LRA and support our re-incorporation.
 - Curtis suggested that we develop an outline of questions to present to the townships/borough so that we can compare responses received by each representative.
 - Will we disband or get re-incorporated for another 50 years?
- King's Gap Garden Harvest Day – Sunday, October 2 – 12:00-5:00 pm
- Prioritize Projects and identify funding. Based on top priority from the LRA board members:
 1. New trail map
 2. Trail extension
 3. Repair trail signage and kiosk
 4. Spring Garden trailhead parking –
 - a. we will work with SMT on this issue.
 - b. They are willing to work with us.
 - c. Let's compromise.
 5. Parker Spring Invasive clearing and planting –
 - a. We received \$5,000 from NMT as part of their American Recovery Funds
 - b. We should take on a project directly in NMT.
 - c. Clear invasives and plant some native plants along the stream and tributary.
 6. Letort Park streambank stabilization
 - a. Projects will involve permits
 7. Watershed protection handouts
 8. Bonnybrook spur trail improvement
 9. Bonnybrook spur bridge upgrade –
 - a. Ben and volunteers will sand bag, pressure wash, clean, and re-stain the foot bridges.
 - b. Should add railing to these bridges.
 10. Biddle Mission Park streambank stabilization (Carlisle Borough & CCCD)
 11. CVTU Coldwater Conservation Plan enhancements (PFBC & CCCD)

Other Projects.

1. Trail resurfacing – Union Quarries
2. Trail trashcans - Union Quarry's will consider maintaining trashcans if the LRA purchases and installs them.

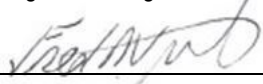
NEW BUSINESS:

- Dickinson Law Orientation Community Service opportunity – Sat, Aug. 20 8:00-12:00.
 - The LRA will participate (move sandbags)
- No Dickinson Law student this year
- Meeting with CCCD and PFBC
 - The PFBC is looking at a number of projects in Cumberland County, the Letort being one of them.
 - Looking at narrowing the stream.
- Meeting with Union Quarries
 - Andy met with UQ and discussed parking at the Klepper House on Spring Garden Street as well as their old scale yard on Bonnybrook Road.
 - They are ok with temporary parking for an event, but they don't want to enter into any kin of permanent agreement right now.
 - Their main reason for that is that those areas are under their mine safety permit. Anything that would go on in those parking lots would be subject to inspection by their safety officer. For now, they don't want to have any agreement for permanent parking.
 - UQ confirmed that they would do the trail extension (1,200 feet of trail) for \$3,500.00. Which is a great price!
 - Andy made a motion authorize moving forward with the UQ offer of \$3,500 for trail resurfacing, Luke seconded the motion and the motion carried.
 - Andy spoke with UQ about the trail surface by the crusher which is coated with dust. They will top dress it.
 - Andy talked to UQ about the trashcan at the quarry crossing. They would consider maintaining the trashcan if we agree to have it purchased and installed.
 - UQ's suggested looking at bio-receptacles. The problem is, if plastic bags are used this would not work.
 - There is a concrete wall that was part of the old rail station. They would like to have a mural on this wall. Nice way to pay homage to the railroad history. UQ will work with the Carlisle Arts Learning Center.
 - UQ would like to do some tree trimming at the crossing.
 - UQ are planning to do a buffer planting around the old crusher.
- Meeting with DCNR
 - Andy met with DCNR reps and walked the trail for their inspection.
 - They have several grant opportunities we could pursue for various projects.
 - Discussed the trail extension.
- Meeting with Central Pennsylvania Conservancy
 - Union Quarries will provide stone fill for filling the sink holes that have formed on the CPC property.
 - CPC will be doing an event with DEP on sink hole education sometime this fall.
- Curtis has contacted the Garrison Commander at the Carlisle Barracks about getting a representative from the Barracks to the LRA. He hopes to have a representative available by our August or September meeting.

Don made a motion to adjourn the meeting. Catrina seconded the motion and the motion carried. The meeting adjourned at 8:25 p.m.

NEXT MEETING

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, August 18, 2022, at 7:00 p.m.



Fred Vigeant, Secretary

August 18, 2022

Date Adopted
Prepared by: Kathy L. Russell