

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
August 18, 2022

The meeting was held on Thursday, August 18, 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 Fred Vigeant

Members/Reps Absent Mark White

Staff Present Kathy Russell

PUBLIC COMMENT – None

PRESENTATIONS – None

ANNOUNCEMENT –

- Fred Vigeant submitted his letter of resignation as secretary and Carlisle Borough representative on the LRA board – effective midnight, August 18th.
- Curtis Stevens has volunteered to replace Fred for the remainder of his term as secretary.
 - Luke will work with Curtis to get all of the bank documents completed as signatory for the LRA.
- Andy announced that he may be late to the September meeting as he will be presenting at the Bosler Library Coldwater Conservation Program.

APPROVAL OF MINUTES – Luke made a motion to approve the minutes of the July meeting. Catrina seconded the motion and the motion carried.

Administrator - (Kathy Russell) –

- Kathy reported that LRA’s wireless home phone system has been updated.
- Kathy announced that she will be on vacation and will not be at the September meeting.

COMMITTEE REPORTS

Finance / Budget – (Luke Shaffner)

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month	
Check Received – Plan review fee	+\$100.00
Check Received – FoL donation.....	+\$250.00
Interest	+\$18.71
TOTAL RECEIPTS:	+\$368.71

Bills Requiring Approval:

Administrator - Services.....	-\$330.00
Verizon Wireless - Phone	-\$31.15
GoDaddy – 2-year Domain Renewal	-\$42.34
Unpaid Bills Subtotal	-\$403.49
TOTAL BILLS:	-\$403.49

Luke provided the financial documents and made a motion that we pay all unpaid bills totaling \$403.49. Fred seconded the motion and the motion was carried.

Financial Summary –

Treasurer’s Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

Beginning Balance	\$100.00	
2X Checks Deposited	+\$350.00	
Transfer to Friends of Letort	-\$250.00	
Transfer to Business Savings	-\$100.00	
Transfer from Business Savings	+\$403.49	
Paid Bill.....	-\$403.49	
Closing Account Balance		\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$31,323.90	
Interest.....	+\$2.84	
Transfer from Share 41.....	+\$5,472.76	
Transfer from Business Checking	+\$100.00	
Transfer to Business Checking	-\$403.49	
Closing Account Balance.....		\$41,452.40

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$14,408.82	
Interest.....	+\$0.98	
Transfer from Business Checking	+\$250.00	
Closing Account Balance		\$14,659.80

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance	\$100.25	
Interest.....	+\$0.01	
Closing Account Balance.....		\$100.26

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

Beginning Balance	\$5,613.96	
Interest	+\$2.62	
Closing Account Balance.....		\$5,616.58

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

Beginning Balance	\$5,467.50	
Interest.....	+\$5.26	
Transfer to Business Savings	-\$5,472.76	
Closing Account Balance.....		\$0.00

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

Beginning Balance	\$5,294.97	
Interest.....	+\$2.02	
Closing Account Balance.....		\$5,296.99

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

Beginning Balance	\$5,559.83	
Interest.....	+2.36	
Closing Account Balance.....		\$5,562.19

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

Beginning Balance	\$5,623.81	
Interest.....	+\$2.62	
Closing Account Balance.....		\$5,626.43

TOTAL FINANCIAL ASSETS ON DEPOSIT:..... \$78,414.65

Luke noted that CD41 has matured and \$5,472.76 has been deposited into the savings account from this CD.

- 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 – Bob presented a spreadsheet list of grants with applicable dates, matches, etc.
 - Bob will reach out to REI and other sporting goods stores (Dicks, Bass Pro, Sportsman's Warehouse, etc.) which could be potential sources of grants.
 - Home Depot and Giant Corporation are also options for in-kind materials funding.

Audit – Vacant

- No report

Information and Education – Fred Vigeant

- Recent press releases, Facebook updates, Next Door – Continued updates
- Web hosting – Luke has renewed LRA's domain registration with GoDaddy for another two years.
- Transfer of social media administration
 - Ben and Catrina will assume the duties of updating Facebook our webpage.
 - Curtis will assume the duties of preparing press releases.
 - Bob will assume the duties of posting on Next Door.
 - Ben requested that new board members submit a photo to him for posting on our website.
- Andy reported on the issues discussed at Monday's CCC meeting.

Nature Trail – Ben Mummert

- COIs and / or volunteer waiver
 - Bob suggested a revision to the volunteer waiver.
 - Kathy will make the revision and email the revised form to everyone.
 - Ben has requested his insurance company to send Kathy a copy of his COI.
- Trail vegetation management –
 - Ben and Andy met with Curt Uhler at South Middleton Township to discuss what SMT's help with vegetation mowing..
- Trail mowing –
 - Catrina has volunteered her husband to do mowing along the trail. Andy noted that he should sign a volunteer waiver
- Invasive growth mowing by SMT, preparation work
 - SMT plans to use a brush hog remove and cut back debris along the trail so we can do some planting.
 - We will have to go through and mark several trees so they can cut around them.
 - There is also some old fencing we will need to mark so that they can avoid damage to their equipment.
 - Several trees will need to be removed so that SMT can get their equipment onto the trail.
 - Behind Lambertton MS there is a cherry tree leaning over the trail that should be removed to allow the tractors to pass.
 - Trees that are down and off to the side of the trail will need to be rolled away for clear passage.
- Quarry crossing concerns
 - Union Quarry has placed "truck crossing" signs at eye level. Hopefully, this will help to caution trail walkers.
 - Andy will follow up with UQ to see what their plans are regarding:
 - tree trimming at the truck crossing
 - placing bollards at the trail entrance
 - paving the trail extension
 - paving the Bonnybrook spur parking area
- Interpretive sign vandalism
 - Bird interpretive signage along Spring Garden Preserve has been removed from the stand.
 - Andy will search around in the woods to see if he can locate the sign or if we need to have it replaced.
- Parker Spring vegetation management
 - North Middleton Township contributed \$5,000.00 to the LRA as part of their American Recovery Funds
 - Ben reported that efforts will be addressed at Parker Springs with this funding.
 - Ben welcomed folks to visit the trail to discuss how to proceed.
 - Ben will work on the application and budget issues in preparing for the grant.

Long-Range Planning & Easements – Andy Parker

- Easement inspection – Schedules? –
 - Andy will review the drone footage provided by Luke.

Stream Ecology – Mark White

- ALLARM report and analysis –
 - Andy reviewed the water quality data and noted sever elevated nitrate levels in the upper Letort.
 - Overall figures look good.
- Trees in stream
 - Andy reported that there are several trees down and all of the way across the stream that may need to be removed.
 - In particular, a large weeping willow between Bonnybrook Road and the old crusher plant.
 - There is also some debris jammed up underneath the bridge that should be removed.

Project Review - Andy Parker –

- Burger King – CB
 - Andy reviewed and commented on this plan.

OLD BUSINESS:

- Bosler Library Coldwater Conservation Program – September 2022 –
 - Andy will be making a presentation.
- Authority re-incorporation (2024)
 - Andy has contacted South Middleton Township and is waiting for a response.
 - Andy will follow up with SMT.
 - Andy reminded other board member to contact their townships to get their opinions.
 - Don would like to have a list of questions to ask. Andy will review his notes and share with board members.
- 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 –
 5. Parker Spring Invasive clearing and planting –
 6. Letort Park streambank stabilization
 7. Watershed protection handouts
 8. Bonnybrook spur trail improvement
 9. Bonnybrook spur bridge upgrade –
 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.
- Dickinson Law Orientation Community Service opportunity – is off.
 - We will continue to work with Dickinson

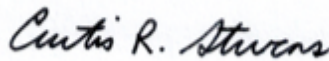
NEW BUSINESS:

- Sierra Club Outing – October 15 or 22. Introduce families to the Letort trail and geocaching.
- Conversion and storage of LRA digital documents.
 - Kathy downloaded most of the CDs within the LRA files onto a flash drive.
 - Luke will try to download the few CDs Kathy was unable to download onto the flash drive.
 - Luke will also upload all of the documents onto the LRA cloud.
- Don volunteered to look at the LRA's power equipment (chainsaw, etc.) and see if he can get it running, Andy will arrange to get the equipment to him.

Fred made a motion to adjourn the meeting. Curtis 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, September 15, 2022, at 7:00 p.m.



Curtis Stevens, Secretary

Date Adopted
Prepared by: ~~Kathy L. Russe~~ Kathy Russell

09/15/22