

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
October 20, 2022

The meeting was held on Thursday, October 20, 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, and Don Ward

Members/Reps Absent Michael Jean and Mark White

Staff Present Kathy Russell

PUBLIC COMMENT

- None

PRESENTATIONS

- None

ANNOUNCEMENT –

-

APPROVAL OF MINUTES – Don made a motion to approve the minutes of the September meeting. Luke 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 | +\$300.00 |
| Interest | +\$14.29 |
| TOTAL RECEIPTS: | +\$314.29 |

Bills Requiring Approval:

| | |
|------------------------------------|------------------|
| Administrator - Services | -\$330.00 |
| Verizon Wireless - Phone | -\$30.56 |
| Unpaid Bills Subtotal | -\$360.56 |
| TOTAL BILLS: | -\$360.56 |

Luke provided the financial documents and made a motion that we pay all unpaid bills totaling \$360.56. Don 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 | +\$360.56 |
| Paid Bills | -\$360.56 |
| Closing Account Balance | \$100.00 |

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

| | | |
|-------------------------------------|------------------|--------------------|
| Beginning Balance | \$ 41,095.03 | |
| Interest..... | +3.39 | |
| Transfer to Business Checking | <u>-\$360.56</u> | |
| Closing Account Balance..... | | \$41,037.86 |

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

| | | |
|--------------------------------------|----------------|--------------------|
| Beginning Balance | \$ 14,661.40 | |
| Interest..... | <u>+\$1.57</u> | |
| Closing Account Balance | | \$14,662.97 |

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

| | | |
|-------------------------------------|----------------|-----------------|
| Beginning Balance | \$100.27 | |
| Interest..... | <u>+\$0.01</u> | |
| Closing Account Balance..... | | \$100.28 |

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

| | | |
|-------------------------------------|----------------|-------------------|
| Beginning Balance | \$5,616.58 | |
| Interest..... | <u>+\$2.54</u> | |
| Closing Account Balance..... | | \$5,621.74 |

CERTIFICATE OF DEPOSIT #49 (15 Month) (Matures 7/4/23)

| | | |
|-------------------------------------|----------------|-------------------|
| Beginning Balance | \$5,299.01 | |
| Interest..... | <u>+\$1.96</u> | |
| Closing Account Balance..... | | \$5,300.97 |

CERTIFICATE OF DEPOSIT #50 (25 Month) (Matures 05/20/23)

| | | |
|-------------------------------------|--------------|-------------------|
| Beginning Balance | \$5,564.55 | |
| Interest..... | <u>+2.28</u> | |
| Closing Account Balance..... | | \$5,566.83 |

CERTIFICATE OF DEPOSIT #51 (29 Month) (Matures 09/16/24)

| | | |
|-------------------------------------|----------------|-------------------|
| Beginning Balance | \$5,629.05 | |
| Interest..... | <u>+\$2.54</u> | |
| Closing Account Balance..... | | \$5,631.59 |

TOTAL FINANCIAL ASSETS ON DEPOSIT:.....\$78,022.24

- Budget Report – As noted
- Municipal funding requests have been sent.

Friends of Letort – Mark White

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

Grants – Andy Parker

- Andy provided a list of additional grant sources:
 - Sierra Club
 - Growing Greener is now known as the State Park & Recreation Fund
 - Clean Streams Fund
 - Municipal Stormwater Assistance (for municipalities)
 - Community Conservation Partnership Program

As we prioritize our projects, Bob requested a meeting with Andy to review the project spreadsheet and determine who will be making contacts with the various organization that offer grants.

Audit – Vacant

- No report

Information and Education – Catrina Hamilton-Drager, Ben Mummert, Bob Ackerman, Curtis Stevens

- Recent press releases, Facebook page updates, Next-Door
 - There is a posting advising of the upcoming trail closure.
 - Bob commented that he feels that the Next-Door platform is a good place to post to get people’s attention.

Nature Trail – Ben Mummert

- Trail vegetation management – upcoming trail closure
Ben drafted several documents for review and comment:
 - Resolution – re: Letort Greenway Establishment, Rehabilitation and Stewardship Efforts
 - Letort Greenway Conservation, Stewardship & Trail Easement Agreement
 - Stewardship License and Cooperative Agreement – LRA with the Great Valley Native Plant Society and Letort Stewards
 - Paving License and Cooperative Agreement – LRA w/SMT re: Letort Greenway Extension Trail
 - Maintenance Plan Supplement – Maintaining Letort Greenway Rehabilitation Improvements After the Cumberland County Land Partnership Grant
 - Letter to Stephanie Williams re: Land Partnership Grant ‘Letort rehabilitation’ activities

- Letter to Stephanie Williams re: Letort Greenway rehabilitation professional-service contributions
- Interpretive sign vandalism
 - The birding sign at the CPC property has been vandalized.
 - We will complete an inventory of trail signs to see if they need repaired/replaced.
- Parker Spring vegetation management – this matter is in the works.
- Illicit trail signs
 - We need to be careful that we don't allow too many signs to be posted on the trail. We don't want to make the trail a billboard.
 - The kiosk at Bedford Street and Goodyear Park needs to be made watertight and updated.
- Trail extension surfacing -
 - Andy spoke with Dan at Union Quarries – the paver was delayed, but they are planning on doing the trail extension either late October or early November,
 - In discussions with SMT, they acknowledge that their grant expires at the end of the year and they plan to complete their work by then.
 - Andy also spoke with Dan at UQ about putting stone down on the Bonnybrook area.

Long-Range Planning & Easements – Andy Parker

- Easement inspection – Schedule for this winter.
- CCC meeting – Andy attended and reported on the items discussed at the meeting.
 - Condoguinet Watershed Association's Annual Board Meeting is scheduled for November 18th.
- Other grant possibilities – This item discussed previously under Grants.

Stream Ecology – Mark White

- ALLARM report analysis (Ginny)
 - Andy reported that the numbers look good.
 - There is a slight elevation of nitrates in the upper Letort
- Trees in stream –
 - A willow tree is downstream from Bonnybrook.

Project Review - Andy Parker

- Townplace Suites (SMT) – Andy reviewed and commented.
- Pine Hill Industrial Park Lot 3 (self-storage) MT – Andy reviewed and commented

OLD BUSINESS:

- Authority re-incorporation (2024)
 - Curtis volunteered to draft a generic letter for the board's review to be presented to the municipalities, borough, and county outlining the re-incorporation of the LRA and recommending our support that we proceed with the re-incorporation process.
- Prioritize projects and identify funding
 - New trail map – Need to incorporate trail extension; update narrative, reference CPC trails other facilities.
 - It was recommended that we include a local map and a regional map.
 - Ben volunteered to update the map.
 - Remove donation form from map.
 - Incorporate and reference the trails at Spring Garden Preserve.
 - Indicate the location of the Appalachian Trail and other major trails in the county.
 - Trail extension – October or November, SMT to complete their portion by end of year.
 - Repair trail signage and kiosk – previously discussed
 - Spring Garden trailhead parking –
 - Andy made a motion to allow the CPC to pursue construction of the parking area at the Spring Garden trailhead and the LRA will cooperate with their efforts. Bob seconded the motion and the motion carried.
 - Parker Spring invasive clearing and planting
 - Letort Park streambank stabilization
 - Andy will follow-up with Carlisle Borough and the Conservation District.
 - Watershed protection handouts
 - Andy will edit and update the old document.
 - Bonnybrook spur trail improvement – In conjunction with trail extension.
 - Union Quarries will grade.
 - Bonnybrook spur bridge upgrade – Need to consider extension bridge upgrade as well.
 - Biddle Mission Park streambank stabilization (Carlisle Borough & CCCD)
 - CVTU Coldwater Conservation Plan enhancements (PFBC & CCCD)
- Other Projects
 - Trail resurfacing
 - Trail trashcans – we will stick with “you pack it in, you pack it out”
 - Providing trashcans would require someone to maintain and empty the cans.
 - Trail vegetation management
- Sierra Club Outing – October 15 – Introduction to the Letort trail and Spring Garden Preserve
 - Andy reported that about 15 people toured the Spring Garden Preserve and a portion of the trail.
- Denise Glenn inquiry regarding vegetation management and herbicide use. – No action taken
- Carlisle drainage work/excavation
 - Andy spoke with Chris at the Carlisle Borough about the grading at the inlets behind Lambertton Middle School.
- Meet with Jon Nori (Parker Springs neighbor) about stream usage
- Conversation with Helen Stevens Center
- Letort Falls posted along with other Joan Heckman Trust properties – still posted

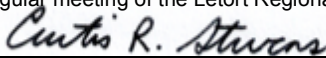
NEW BUSINESS:

- 2023 Budget
 - Andy will begin to work on the 2023 budget.
 - If you have any changes, please let Andy know.
- 2023 Officer nominating a hoc committee
 - Catrina volunteered to develop a slate of officer to be voted on in December.
- Carlisle Bike / trail focus group
 - Andy attended and Bob directed this meeting.
 - Bob reported on the meeting topics.
- Scout request for building and installing bird houses.
 - Michael Meredith, assistant scout leader with Pack 189 Carlisle, contacted us requesting permission to have his boy scout troop build and install bird houses along the trail.
 - No objection to this request.
 - Andy will work with them on the design and type of birdhouse we would like to have made.
 - Advise scout troop that they will be responsible for maintaining and cleaning out the birdhouses every spring.
- I-81 Graffiti
 - Bob has contacted PennDOT to report the graffiti. No response yet.
 - A possibility would be to have a mural painted on the bridge.
- Liability Insurance renewal
 - We have received the renewal application for our liability insurance.
 - No additional insurance coverage is needed.
 - Andy will complete the renewal and submit.
- SMT drainage issues at Bonnybrook Road
 - Trout Unlimited had Kelly Curtis from South Middleton Township out to look at the inlet at the "S" curve adown from the quarry on Bonnybrook Road (before you cross over the bridge). The inlet always clogs up and causes issues.
 - We will continue to monitor.
- Metal Detection Policy
 - We had a request from someone to do metal detecting along the trail.
 - It was suggested that we create a new policy consistent with language in the Carlisle Borough and DCNR's polity.
 - We should note that any historical or archeological significance should be reported.
 - A discussion was also held about assigning a specific day as a "Metal Detector Day".
 - This matter will be tabled until the November meeting.
- Dickinson College will be hosting a free virtual International Climate Symposium on Monday, October 24 - 9:30 a.m. – 8:30 p.m.
 - If you are interested in signing up, contact Andy for details.
- Curtis volunteered to organize and add LRA documents to the BOX.

Luke made a motion to adjourn the meeting. Catrina seconded the motion and the motion carried. The meeting adjourned at 9:10 p.m.

NEXT MEETING

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, November 17, 2022, at 7:00 p.m.



Curtis Stevens, Secretary

November 17, 2022
Date Adopted
Prepared by: Kathy Russell