

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
April 20, 2023

The meeting was held on Thursday, April 20, 2023, at the Stuart Community Center. Andy called the meeting to order at 7:04 p.m.

ATTENDANCE

Members / Reps Present Bob Ackerman, Ben Mummert, Heather Novack, Andy Parker, Luke Shaffner, Curtis Stevens, and Don Ward

Members Absent Michael Jean and Mark White

Staff Present Kathy Russell

PUBLIC COMMENT –

Welcome to Heather Novack, who is replacing Catrina Hamilton-Drager, as our new South Middleton representative on the LRA Board. Heather has a Biology degree from Penn State and is currently working in the Marketing Department for the Visitor’s Bureau in Dauphin County.

Andy welcomed Dan Ridenour from Union Quarries who gave a brief update on the quarry projects. They are working on green space, drainage upgrades, bridge upgrades, restore riparian buffer, general maintenance issues, and placing stone on the trail spur. Dan also thanked the board for their work on the trail.

PRESENTATIONS – None

APPROVAL OF CONSENT AGENDA –

- **Minutes:** Luke made a motion to approve the minutes from the March meeting. Curtis seconded the motion and the motion carried.

Administrator - Kathy Russell –

- Kathy reminded board members to complete and return their Statements of Financial Interests to her.

COMMITTEE REPORTS

Finance / Budget – Luke Shaffner

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month	
Check received – Plan Review	+\$300.00
Check received – Plan Review	+\$400.00
Interest	+\$13.38
TOTAL RECEIPTS:.....	+\$713.18

Bills Requiring Approval:

Administrator - Services	-\$360.00
Verizon Wireless - Phone	-\$30.49
Board Member – Paint Supplies	-\$132.40
The Sentinel – Publishing	-\$122.12
The Sentinel - Publishing	-\$80.18
Unpaid Bills Subtotal	-\$725.19

Luke made a motion to approve the March bills totaling \$725.19, Bob seconded the motion and the motion carried.

Paid Bills

PA Department of State	<u>-\$125.00</u>
TOTAL BILLS:	-\$850.19

Financial Summary –

Treasurer’s Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

Beginning Balance	\$100.00
Transfer from Business Savings	+\$125.00
Paid Bills.....	-\$125.00
Transfer from Business Savings	+\$725.19
Paid Bills.....	<u>-\$725.19</u>
Closing Account Balance	\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$45,579.58	
Interest	+ \$3.82	
Checks Received.....	+ \$300.00	
Check Received.....	+ \$400.00	
Transfer to Business Checking	- \$125.00	
Transfer to Business Checking	- \$725.19	
Closing Account Balance.....		\$45,433.21

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$ 14,867.45	
Interest	+ \$2.53	
Closing Account Balance.....		\$14,869.98

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance.....	\$100.33	
Interest	+ \$0.01	
Closing Account Balance.....		\$100.34

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

Beginning Balance.....	\$5,310.82	
Interest	+ \$2.03	
Closing Account Balance.....		\$5,312.85

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

Beginning Balance.....	\$5,578.32	
Interest	+ 2.36	
Closing Account Balance.....		\$5,580.68

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

Beginning Balance.....	\$5,644.40	
Interest	+ \$2.63	
Closing Account Balance.....		\$5,647.03

TOTAL FINANCIAL ASSETS ON DEPOSIT: \$77,044.09

Budget Report – as noted

Friends of Letort – Mark White

- Database of Friends for Volunteer Opportunities – continues to be updated

Grants – Michael Jean

- Cumberland County Land Partnership Grant
 - Andy, Luke, and Ben will be signing an agreement with the county to begin the process of securing seed money to get the greenway and signage going.
 - Andy will deliver the agreement to Stephanie tomorrow.
- CBF Keystone 10 Million trees Program. –
 - Ben has not yet received a response from CBF as to when we will be receiving trees.
 - Ben has scheduled a tree planting for this weekend, April 22nd, and next weekend, April 29th (Arbor Day). If anyone is interested in volunteering, please contact Ben.
 - Bob will put a notice of this event on Next Door and Curtis will request a notice be placed in The Sentinel.

Audit – Vacant – Luke reported there are no remaining items. Curtis reported he has access to the CPA's website to review audit items. Given some of the delays in finding required documents for the audit, he will create a folder in Box for next year's audit.

Information and Education – Ben Mummert / Bob Ackerman

- Recent press releases, Facebook page updates, Next-Door – No report

Nature Trail – Ben Mummert

Thanks to Ben for clearing a downed tree that was across the trail.

- Trail vegetation management and planting schedule - Ben reported that on Tuesday, March 28th CVTU planted a seed mix along Bonnybrook.
- Trail funding sign requirements – Michael emailed an update on the signs to board members.
- On-going quarry coordination – Previously discussed with Dan.
- Mural Project Status –
 - Bob has been doing some research and has contacted folks from Philadelphia to discuss their experience with mural projects.
 - A discussion was held on the pros and cons of a mural project.
 - Bob estimated the cost of a mural project would be approximately \$30,000.00.
 - Do we have the funds to entertain this project?
 - A grant would be needed to pursue.
 - This could be an educational mission and provide trail art.
 - Involve students from Lamberton Middle School
 - It was suggested that we would possibly try a test run in a small area to apply a wax coating to prevent graffiti.

Long-Range Planning & Easements – Andy Parker

- CC Meeting 4/17 – No report

Stream Ecology – Mark White

- Follow up with CCCD and CVTU – Coldwater Conservation Plan – No report
- New CCCD Conservation Analyst/Watershed Specialist – Hunter Slear

Project Review - Andy Parker

- Plaza Drive – SMT – Land development review – Andy is in the process of reviewing.

OLD BUSINESS:

- Authority re-incorporation (2024) (Articles of Amendment to the Articles of Incorporation)
 - Amendment package mailed to Department of State on April 5.
 - Expect a reply in May give their pandemic backlog.
- Meet with Jon Nori (Parker Springs neighbor) about stream usage – No report
- LRA Display – This display needs to be updated with educational information.
- New Trail Map – Andy did a mock up using Google Earth, but is not happy with it. He is hoping to get a better map once a GIS project is done by a Dickinson student.
- Discussion of 2023 Projects and Goals to include potential grant applications this year –
 - Bob wants to start targeting which grants we need to pursue.
- Insurance coverage – elected to not take additional crime coverage.
- Letort Garden Spring Clean-up 4/8 –
 - Andy helped with this clean-up.
 - There are still some winter weeds, Canada thistle, honeysuckle - Ben will be spraying

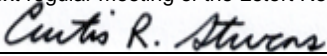
NEW BUSINESS:

- Cumberland County Master Gardener Plant Fest is scheduled for Saturday, May 20th, 8:00-1:00. We will not attend.
- Dickinson Law Leading Law Student Program – Nick Nizinski will start in August.
- Homeless encampments – This issue was discussed. Curtis mentioned this matter at the Parks and Rec meeting.
- MPP – Fort Letort / Poured in Place Surface –
 - May 1st Fort Letort will be closed and coming down.
 - Kiwanis Club will be rebuilding this structure.
 - Concerns were received by the Borough Council regarding the use of recycled tires.
- CCWA / FHHM Sojourn – May 6th – Canoe trip.
- CCWA Creek Cleanup – May 20th. Please contact Andy if you are interested in participating.
- ADA Website Compliance – Luke did some research and thinks that we are in compliance with the ADA requirements.
 - Heather will provide a free software program that you can see if you are ADA compliant.
 - As long as we are actively trying to make a difference.
- Andrea texted Andy saying that the large wooden sign at Letort Park has rotted and fallen down and asking when he could pick it up.
 - This sign displayed information on the stream restoration project / mully grub.
 - The Carlisle Borough was the lead agency.
 - The LRA may need to replace this sign.
- Andy reported that the South Middleton newsletter announced that they plan on extending the trail farther to Spring Meadows Park.
 - It would be nice if the trail eventually connected to the Appalachian Trail.
 - Possibly trail split and connect to Craigs head and Spring Meadows.

Luke made a motion to adjourn the meeting. Ben seconded the motion and the motion carried. The meeting adjourned at 8:30 p.m.

NEXT MEETING

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, May 18, 2023, at 7:00 p.m.


Curtis Stevens, Secretary

5/18/23
Date Adopted
Prepared by: Kathy Russell