

LETORT REGIONAL AUTHORITY
415 Franklin Street Carlisle,
PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
June 15, 2023

The meeting was held on Thursday, June 15, 2023, at the Stuart Community Center. Andy called the meeting to order at 7:00 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 – We welcomed Holden Burkholder to our meeting. Holden is studying to become an actuary and is interested in getting involved with the LRA and community service.

PRESENTATIONS –

We welcomed Jim Hughes, Esq. representing South Middleton Township, and Josephine Hall, Authority Manager at South Middleton Township Municipal Authority. They distributed handouts and gave an informative presentation outlining the proposed upgrade and expansion of the Ridge Street Pump Station #2 and force main necessary to provide sanitary sewer service to the Cambria Place development, located on Walnut Bottom Road within South Middleton Township. Open cut is the selected alternative for this project. Open cut will have a temporary impact on the Letort stream, wetlands, and riparian buffer; however generally, the risks associated with this method of construction are known and steps will be taken to mitigate those risks. Additionally, the stream, wetlands, and riparian buffer outside of the force main easement can be restored leaving no permanent impact.

These plans will be submitted to DEP tomorrow for permit approval.

An easement agreement will be required for this project. Luke made a motion to give Andy authority to approve the language in the easement and authority to sign on behalf of the LRA. Curtis seconded the motion and the motion carried.

APPROVAL OF CONSENT AGENDA –

Minutes: Curtis made a motion to approve the Consent Agenda, except for the bills. Bob 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	
Interest	+\$12.70
TOTAL RECEIPTS:	+\$12.70

Bills Requiring Approval:

Administrator - Services	-\$360.00
Verizon Wireless - Phone	-\$30.15
SEK –	<u>-\$3,725.00</u>
Unpaid Bills Subtotal	<u>-\$4,115.15</u>

TOTAL BILLS and FEES: **-\$4,115.15**

Curtis made a motion to approve the June bills totaling \$4,115.15, Luke seconded the motion and the motion carried.

Financial Summary

Treasurer's Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

Beginning Balance	\$100.00	
Transfer from Business Savings	+\$4,115.15	
Paid Bills.....	<u>-\$4,115.15</u>	
Closing Account Balance		\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$45,113.78	
CD#50 Maturity	\$5,584.42	
Interest	\$4.05	
Transfer to Business Checking	<u>-\$4,115.15</u>	
Closing Account Balance		\$46,587.10

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$ 14,922.42	
Interest	<u>+\$2.53</u>	
Closing Account Balance		\$14,924.95

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance	\$100.35	
Interest	<u>+\$0.01</u>	
Closing Account Balance		\$100.36

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

Beginning Balance	\$5,314.81	
Interest	<u>+\$2.08</u>	
Closing Account Balance		\$5,316.84

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

Beginning Balance	\$5,582.97	
Interest	+1.45	
Transfer to Business Savings	<u>\$5,584.42</u>	
Closing Account Balance		\$0.00

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

Beginning Balance	\$5,649.58	
Interest	<u>+\$2.55</u>	
Closing Account Balance		\$5,652.21

TOTAL FINANCIAL ASSETS ON DEPOSIT: \$71,681.46

Budget Report – as noted

Friends of Letort – Mark White

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

Grants – Andy Parker

- Cumberland County Land Partnership Grant – Ben reported that this grant has been approved. Eligible Match \$9,618.00
Associated Time 185 hours Eligible
Expenses \$852.80
Biggest Projects: Corridor reclamation, graffiti replacement, Oak, and redbud reintroduction, and Bonnybrook

Audit – Curtis Stevens

Due to the continued rise in our audit costs, Andy suggested that we try to negotiate the audit costs for next year.

Information and Education – Ben Mummert / Bob Ackerman

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

Nature Trail – Ben Mummert

- Trail vegetation management and planting schedule.
 - South Middleton Township previously helped with dead brush removal. ○ Ben cleared a tree to allow the completion of the brush mowing.
- Trail Extension Timber Mat Repairs ○ Ben reported that he has found a company in Shippensburg that can supply discounted timber mats. ○ 2" x 2" board will be installed to prevent a tripping hazard ○ Ben will put up caution signs until the mats can be installed.
- Trail Bridge Inspection - We received a cost estimate from Brehm-Lebo to inspect two small bridges for \$2,4011.50. The scope of work will include field view, sketch from inspection, concept design for retrofits needed, prepare sketches for retrofits, prepare cost estimates for construction, prepare cost estimates for permitting, and summarize cost for grants.
 - Cutis made a motion to give Andy authority to move forward with the Brehm-Lebo estimate. Don seconded the motion and the motion carried.
- Trail funding signage – Status – Michael Jean – No report – Andy will follow up with Michael.
- On-going quarry coordination – No report – We have not received a bill for the extension or proposed stone on the Bonnybrook spur.

- Mural Project Status – Bob Ackerman – Bob met with a small committee to discuss the mural project. They would like to convene some groups within the community to do a sample project on a small scale on one pillar to see how it goes over. He received some enthusiastic comments from the art teacher at Lamberton Middle School.

Long Range Planning & Easement -Andy Parker

- Easement Inspection – Schedule for this summer.
- CCC Meeting 6/12 – Andy attended this meeting.

Stream Ecology – Mark White

- Follow up with CCD and CVTU – Cold Water Conservation Plan – No report. Andy will follow up.

Project Review – None

Old Business

- Meet with Jon Nori (Parker Springs Neighbor) about stream usage.
- LRA Display – No report
- LRA Handouts – Ben is working on gathering and typing language for this handout.
- New Trail Map – Andy will contact Stephanie Williams to inquire about a GIS mapping tool that the Planning Department may have.
- Discussion of 2023 Projects and Goals to include potential grant applications this year.

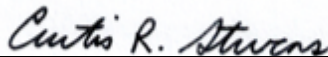
New Business

- SMTMA Sewer Easement and TCE – previously discussed.
- Dickinson Law Orientation Service Project – 8/19 8am-3pm – Request for community service projects. Ben will provide a list of proposed projects.
- Dickinson Freshman Orientation? – Andy will investigate the details of this orientation.
- CPC Transfer Shambaugh trail easement. Ben reported that a 1200' trail easement overlaps with the LRA property. Would the LRA consider accepting an easement on Spring Garden Street? We would have a \$30 recording fee. Bob made a motion to pursue this easement. Don seconded the motion and the motion carried.
- Luke was informed by Members 1st that we no longer qualify for a business account. Our account will be changed to a Public Funds Account. The interest rate for our CDs will decrease significantly. Luke will investigate other options for our accounts.

Luke made a motion to adjourn the meeting. Curtis seconded the motion and the motion carried. The meeting was adjourned at 8:43 p.m.

NEXT MEETING

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, June 15, 2023, at 7:00 p.m.


Curtis Stevens, Secretary

July 20, 2023
Date Adopted
Prepared by: Kathy Russell