

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
August 17, 2023

The meeting was held on Thursday, August 17, 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, Nick Nizinski, Heather Novack, Andy Parker, Luke Shaffner, Curtis Stevens, Don Ward, and Mark White

Member/Rep Absent Michael Jean

Staff Present Kathy Russell

We welcomed Nick Nizinski to his first meeting as Dickinson's Leading Law Student representative for this year.

PUBLIC COMMENT

PRESENTATIONS –

APPROVAL OF CONSENT AGENDA –

- **Minutes:** Curtis made a motion to approve the Consent Agenda, except for the bills and ALLARM Report. Mark 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	+\$9.85
TOTAL RECEIPTS:	+\$9.85

Bills Requiring Approval:

Administrator - Services	-\$360.00
Verizon Wireless - Phone	-\$30.21
Member – Poster Supplies	-\$30.32
Unpaid Bills Subtotal	-\$505.87

TOTAL BILLS and FEES: **-\$420.53**

Luke made a motion to approve the bills totaling \$420.53, Mark 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	+\$420.53
Paid Bills	-\$420.53
Closing Account Balance	\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$59,626.33
Interest	+\$4.66
Transfer to Business Checking	-\$420.53
Closing Account Balance	\$59,210.46

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$ 14,927.40
Interest	+\$2.54
Closing Account Balance	\$14,929.94

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance.....	\$100.37	
Interest	+\$0.01	
Closing Account Balance.....		\$100.38

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

Beginning Balance.....	\$5,654.74	
Interest	+\$2.64	
Closing Account Balance.....		\$5,657.40

TOTAL FINANCIAL ASSETS ON DEPOSIT:\$79,998.18

Luke noted that we have one remaining CD that will mature next year.

A brief discussion on changes to Carlisle Borough's outside agency funding. Bob will contact the Carlisle Mayor to verify that the LRA is not considered as an outside agency, but as a municipal authority.

Budget Report – as noted.

Friends of Letort – Mark White

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

Andy will work on drafting a fund drive letter for the Borough and Municipalities to be sent out in September or October.

Grants – Andy Parker

- Cumberland County Land Partnership Grant – status – Ben Mummert
 - Bob suggested that we record monthly in-kind services match for the grant on our budget to be retro.
 - Luke will work with Ben to calculate and enter the figures.

Audit – Curtis Stevens - No report

Information and Education – Ben Mummert / Bob Ackerman

- Recent press releases, Facebook page updates, Next-Door –

Heather reported that the LRA received a Congratulations and participation award for the number of “likes” on our NextDoor page.

Nature Trail – Ben Mummert

- Trail vegetation management and planting schedule.
 - There is a washout area at South Spring Garden Street trail extension.
 - The CPC has installed sandbags, but we need a more permanent solution such as landscape timbers or railroad ties to redirect the water and prevent stone from running off before it gets to the run.
- Trail Extension Timber Mat Repairs – Complete
- Trail Bridge Inspection – Brehm/Lebo will have the Bonnybrook estimates in September and the Main trail safety inspection in October.
- On-going quarry coordination – Buffer work underway at location of old crusher. Andy will follow up with Dan at Union Quarries.
- Mural Project Status / Bridge Graffiti Status – Bob Ackerman / Michael Jean
 - A discussion was held regarding the mural project.
 - Bob reported there are no signs of graffiti on the 81 underpass on Heather's project.
 - Although Michael was not present at the meeting, by an email read by Don, he made a formal motion to remove the mural/graffiti from the LRA board agenda and activities related to the graffiti and potential mural project from future LRA board meeting agendas.
 - Michael feels our controlling documents do not, by statement or inference, authorize us to promote, oversee, fund, or develop murals on property we do not own. Further, we are not charged with providing a family friendly environment.
 - Andy disagrees. He feels we need to provide a family-friendly environment along the trail.
 - A discussion was held, but the motion was not seconded.
 - In an email dated August 19th, Heather suggested we continue with this project, however, have a sub-committee so the entire board does not have to sit through a full discussion.
 - Bob plans to hold a community meeting soon to determine if there is an interest.
- Letort Park Tree Clean-up?
 - Curtis reported that the tree on the trail has been removed.

Long Range Planning & Easement -Andy Parker

- Easement Inspection – Schedule for this summer.
- CCC meeting – 8/28 at 6:00 in the basement of the Carlisle Borough office. County Land Partnership Plan Update Focus Group.

Stream Ecology – Mark White

- Follow up with CCCD and CVTU – Coldwater Conservation Plan, Meeting 8/25 at 4:00 to be held at the CPC office – Andy plans to attend.
- ALLARM report and analysis – second month with elevated turbidity at Webster Street monitoring location.

Project Review –

- None – (Andy completed reviews of Well Span / Carlisle – SMT and Carlisle Farmer's Market – SMT)

Old Business

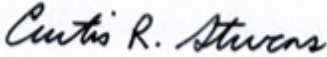
- LRA Display – Heather continues to work on the display and is collecting photos from along the trail.
- LRA Handouts – Ben and Andy are working on converting marked up handouts into text for printing.
- LRA Trail Map – Andy asked South Middleton Township to help with GIS work.
- Dickinson Law Orientation Service Project – 8/19 8am-3pm

New Business

- CCWA – Creek Clean up 8/19; Conodoguinet Source Hike 10/15 and 10/22.
- Carlisle Garden Cub – Letort garden clean-up has been completed.
- Heather reported that LRA's analytics on our website were discontinued on July 1st. As of July 30th, Google is tracking.
- Heather has a contact at South Middleton / Interact Club. Heather will send Ben information as a possible source of community service.
- Don made a motion to acknowledge Curtis for his outstanding work on the renewal of the LRA's charter. Ben seconded the motion and the motion carried. Don then presented Curtis with a small bowl he made from a persimmon tree from along the trail as our appreciation.
- Curtis asked members to inform him of any items that they would like to have added to the meeting agenda.
- Nick volunteered to be the contact person at Dickinson for any events.
- Andy reported that South Middleton will do mowing starting in the fall.
- Ben will be renting a woodchipper.

Don made a motion to adjourn the meeting. Bob seconded the motion and the motion carried. The meeting was adjourned at 8:17 p.m.

NEXT MEETING The next regular meeting of the Letort Regional Authority is scheduled for Thursday, September 21, 2023, at 7:00 p.m.



Curtis Stevens, Secretary

9/22/23

Date Adopted
Prepared by: Kathy Russell