

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
December 21, 2023

The meeting was held on Thursday, December 21, 2023, at the Stuart Community Center. Ben called the meeting to order at 7:00 p.m.

ATTENDANCE

Members / Reps Present Bob Ackerman, Michael Jean, Ben Mummert, Heather Novack, Luke Shaffner, Curtis Stevens, Don Ward, and Mark White,

Member/Rep Absent Nick Nizinski and Andy Parker

Staff Present Kathy Russell

PUBLIC COMMENT - None

PRESENTATIONS –

APPROVAL OF CONSENT AGENDA –

- **Minutes:** Curtis made a motion to approve the Consent Agenda. Don seconded the motion and the motion carried.

Administrator - *Kathy Russell* – No report

Curtis commented that Carlisle Parks and Rec has scheduled bird walks in several borough parks. Curtis made a motion to have the LRA plan walks on the Letort. Don seconded the motion and the motion carried. Curtis will contact Marv Salsman to see about scheduling.

COMMITTEE REPORTS

Finance / Budget – *Luke Shaffner*

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month		
FoL Donation	+\$250.00	
FoL Donations – 3x checks	+\$190.00	
PayPal – 3x payments	+\$220.00	
Interest	+\$9.77	
TOTAL RECEIPTS:	+\$669.77	

Bills Requiring Approval:

Administrator - Services	-\$360.00
Verizon Wireless - Phone	-\$30.72
Kathy Russell – mailing supplies	-\$267.75
Cross & Crown – website maintenance	-\$230.00
Brehm – Lebo Engineering – Invoice #25098	-\$1,547.00
Brehm – Lebo Engineering – Invoice #25099	-\$2,203.60
Brehm – Lebo Engineering – Invoice #25165	-\$1,201.10
Unpaid Bills Subtotal	-\$4,740.17
Fees: PayPal	-\$7.97

TOTAL BILLS and FEES: **-\$4,748.14**

Curtis made a motion to approve the bills totaling \$4,748.14, 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	+\$4,740.17	
Paid Bills.....	-\$4,740.17	
Closing Account Balance	\$100.00	

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$57,520.07	
Interest	+\$4.74	
Check received	+\$440.00	
Transfer to Friends of Letort.....	-\$190.00	
Transfer to Business Checking	-\$4,740.17	
Closing Account Balance.....		\$53,034.64

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$ 14,937.47	
Interest	+\$2.46	
Transfer from Business Savings	+\$190.00	
Transfer from PayPal.....	+\$217.03	
Closing Account Balance.....		\$15,346.96

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance.....	\$100.41	
Interest	+\$0.01	
Closing Account Balance.....		\$100.42

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

Beginning Balance.....	\$5,665.23	
Interest	+\$2.56	
Closing Account Balance.....		\$5,667.79

TOTAL FINANCIAL ASSETS ON DEPOSIT:\$74,249.81

Budget Report – as noted.

Friends of Letort – Mark White

- Database of Friends for Volunteer Opportunities – continues to be updated.
- Fund-raising request (update database) – Kathy reported that the fund-raising requests have all been mailed. To date, we have received contributions totaling \$1,115.00 from ten contributors.

Grants – Andy Parker

- Cumberland County Land Partnership Grant – status – Ben Mummert
 SEPTEMBER 9, 2022 – DECEMBER 21, 2023
 PROJECT VALUE TO DATE \$18,197.05
 VOLUNTEER TIME MATCH \$10,495.50 (221.5 hours)
 GOODS & SERVICES MATCH \$7,701.55
 GRANT VALUE OUTSTANDING \$24,107.00

Letort Regional Authority’s active Land Partnerships grant has supported new campaigns to rehabilitate and improve the Letort Nature Trail and its greenway. The project’s scope of work identified four themes: reclaim trails and experiences; restore natural resources; address fears, degradation, and trash; and freshen interpretation.

The original application was submitted September 9th and supporting documents worked out for updates by December 1st of 2022. On January 19th a partial grant award of \$24,107.00 was announced. Chairman Andy Parker and Representative Ben Mummert met with Steph Williams from the County in mid-February, then a grant agreement and revised budget proposal were worked out in April.

In the term of the grant, the Authority has accumulated match and not begun to spend the award. In respect to match, LRA has counted more than 221.5 hours of boots-on-the-ground volunteer work invested in LRA’s rehabilitation goals, marking a value of \$10,495.50. With other donations of services and elements undertaken by the Authority at its own expense, the value of completed match totals at least \$18,197.

This documented match unlocks funding for investments in the grant’s scope of work in 2024. Having discontinued contributions to LRA’s annual operating budget around 2007, the County since and instead encouraged Letort Regional Authority to submit Land Partnerships grant requests to support activities in the Letort greenway. Celebrating the Authority’s semicentennial, LRA had anticipated and has stepped up efforts to improve the corridor.

This year has been marked by adaptation as plans have progressed and the Authority has adjusted to opportunities. Notably, Cumberland County did not make the Land Partnerships Grant Program available this year but LRA’s standing grant lends support for the immediate future.

Statewide Local Share Account grant (\$25K to \$1M, No match) – Bob reported:

- We have applied for a Local Share Account grant in the amount of \$408,998, for reconstruction of the two pedestrian footbridges on the feeder trail from Bonnybrook Road.
- Thanks to Andy and Curt for all their work on the application.
- Unfortunately, we will not learn whether we have been awarded a grant until September 2024.
- That could set completion back to as late as 2026.

Luke will investigate the application process for Cumberland Area Economic Development Corporation (CAEDC) who has possible grant funding available.

Audit – Curtis Stevens – Jessica with SE&K has indicated that the portal is available.

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 – no report
- SMT provided brush mowing and completed shredding on the trail behind Lamberton Middle School.
- Letort Garden Maintenance – Carlisle Garden Club performed maintenance on the garden.
- Bridge Inspection – Brehm-Lebo completed inspections, we are waiting for their report and recommendations.
- "Birding" trail interpretive sign found. This sign has been found and will be reinstalled.
- Mural Project Status – Bob Ackerman reported to PennDOT regarding our progress (or lack of same) on the mural project, including (a) our possible collaboration with Sprocket Works and (b) the stencil Heather contributed and its likely effect on the amount of graffiti on the pillars and the traffic on our website.
 - Heather reported the Sprocket Works has asked for an entry point to access the trail and will be providing estimates.
 - Heather is working with a professor from Dickinson College who will be summarizing her students' papers to determine what their recommendations are for the trail, i.e. signs, murals, benches, etc.
 - There is some funding available that can be applied for.

Long Range Planning & Easement-Andy Parker

- PPL utility maintenance/tree trimming along I-81-
 - Andy spoke with a representative from PPL regarding routine maintenance along the trail.
 - Don suggested that someone from the LRA should supervise the trimming done by PPL.
 - Ben will check with Andy on what was discussed.

Stream Ecology – Mark White

- Manure Application to fields in the upper watershed.
 - Manure application reported on December 8th.
 - Mark was hoping the recent heavy rainstorms would have relieved this issue.
 - We will keep track of this matter by checking the next ALLARM analysis report.

○ **Project Review** –

- Tender Years Child Development Center – MT – Andy will review and comment.
- The Grange Phase 1, 2, and 3 – MT - Andy will review and comment.
- Cumberland Preserve Phase 2, MT - Andy will review and comment.

Old Business

- LRA Display – No report
- LRA Handouts – No report
- LRA Trail Map – No report
- Memorial Trail benches –
 - Michael Jean reported that the bench design has been selected and will be finalized in February,
 - Heather indicated that she has a large locust log that may be suitable for the bench project.
 - Michael will check it out to see if it will be suitable for the bench project.
 - Heather will provide measurements to Michael.
- Report of the nominating committee for 2024 LRA officers.
 - Bob reported all current officers have agreed to run for office for another year and entertained options for additional nominations from the floor.
 - Michael made a motion to move on to the election of 2024 officers and Heather seconded the motion; the motion carried.
 - With no nominations from the floor, Bob made a motion to close nominations, seconded by Mark, the motion carried.
- Discussion of 2024 projects and goals to include potential grant applications. Ben made a motion to table this matter until January. Curtis seconded the motion and the motion carried.

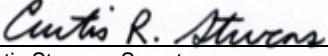
New Business

- Election of 2024 Officers
 - Andy Parker..... Chairman
 - Benjamin Mummert..... Vice Chairman
 - Curtis Stevens..... Secretary
 - Luke Shaffner..... Treasurer
- Michael made a motion to accept all nominated officers to continue serving for 2024; Don seconded the motion and the motion carried.
- Approval of 2024 budget.
 - Luke made a motion to table the approval of the 2024 budget until our January meeting. Mark seconded the motion and the motion carried.
 - Bob made a motion to allow Luke to continue to make expenditures between now and our next meeting without a budget and pay all bills; Ben seconded the motion and the motion carried.
- Climate Resilience Workshop – No report

Curtis suggested that additional verbiage be added to the Sentinel posting for yearly meetings to include a zoom/virtual option.

Ben made a motion to adjourn the meeting. Luke seconded the motion and the motion carried. The meeting was adjourned at 7:50 p.m.

NEXT MEETING The next regular meeting of the Letort Regional Authority is scheduled for Thursday, January 18, 2024, at 7:00 p.m.



Curtis Stevens, Secretary

1/18/2024
Date Adopted
Prepared by: Kathy Russell