

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
February 15, 2024

The meeting was held on Thursday, February 15, 2024, 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, Nick Nizinski, Heather Novack, Andy Parker, Luke Shaffner, Curtis Stevens, and Don Ward

Member/Rep Absent Mark White

Staff Present Kathy Russell

PUBLIC COMMENT - None

PRESENTATIONS

Andy welcomed Brooke Basehore, our new CCCD Watershed Specialist.

APPROVAL OF CONSENT AGENDA –

Minutes: Curtis made a motion to approve the entire Consent Agenda. Bob seconded the motion and the motion carried.

Administrator - Kathy Russell – Kathy reminded members to complete their Statements of Financial Interest forms.

COMMITTEE REPORTS

Finance / Budget – Luke Shaffner

Monthly Financial Status 4100.00

The memorandum of bills is as follows:

Receipts:

Current Month		
Middlesex Twp Contribution.....	+\$3,500.00	
Plan Review Fee.....	+\$100.00	
Interest.....	+\$9.76	
TOTAL RECEIPTS:.....	+\$3,609.76	

Bills Requiring Approval:

Administrator - Services.....	-\$360.00
Verizon Wireless - Phone.....	-\$30.77
Cross & Crown – 1 year webhosting.....	-\$360.00
Brehm Lebo Engineering Inc. – Invoice #25231.....	-\$249.90
Brehm Lebo Engineering Inc. – Invoice #25286.....	-\$202.30
The Sentinel – Public Posting.....	-\$110.77
Unpaid Bills Subtotal.....	-\$1,313.74

TOTAL BILLS and FEES: -\$1,313.74

Luke made a motion to approve the bills totaling \$1,313.74, Curtis 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	+\$1,313.74
Paid Bills.....	-\$1,313.74

Closing Account Balance \$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$51,648.66
Interest.....	+\$4.47
Check received.....	+\$3,600.00
Transfer to Friends of Letort.....	-\$1,313.74

Closing Account Balance \$53,939.39

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$ 15,799.52	
Interest	+\$2.64	
Closing Account Balance.....		\$15,802.16

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01

Beginning Balance.....	\$100.43	
Interest	+\$0.01	
Closing Account Balance.....		\$100.44

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

Beginning Balance.....	\$5,670.43	
Interest	+\$2.64	
Closing Account Balance.....		\$5,673.07

TOTAL FINANCIAL ASSETS ON DEPOSIT:\$75,615.06

Budget Report – as noted.

Friends of Letort – Mark White

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

Grants – Bob Ackerman

Bob Ackman has agreed to chair the Grant Committee.

- Cumberland County Land Partnership Grant – status –
 - Ben shared the following figures to update the Authority on progress in respect to the grant.
CUMBERLAND COUNTY LAND PARTNERSHIPS GRANT PROGRAM
SEPTEMBER 9, 2022 - FEBRUARY 15, 2023
PROJECT VALUE TO DATE \$18,260.65
VOLUNTEER TIME MATCH \$10,559.10 (223.5 hours)
GOODS & SERVICES MATCH \$7,701.55

Meeting with Stephanie Williams on 3/7 at 7:30 a.m. at the county building. Ben, Andy, and Bob plan to attend.

- CAEDC Local Share Accounts Grant – Bonnybrook Bridges (September 2024).
- Spring Garden Culvert Replacement – We are waiting for a report from Brehm-Lebo on their recommendations.

Audit – Curtis Stevens – We have engaged SE&K.

Information and Education – Ben Mummert / Bob Ackerman

- Recent press releases, Facebook page updates, Next-Door
- Clean up Christmas Decorations at Bonnybrook. - Andy suggested a notice be published on our Facebook page to request whoever put the Christmas decorations up adjacent to the quarry should remove them. If they do not get removed, we will have to take them down.
- Trail / Property Owner Conflict – Ben and Heather reported on an owner complaint on the township portion of the trail. Trail users are not respecting private property and climbing over the fence to pet owner's cows. A notice will be posted advising trail users to stay off of private property. An additional NO TRESPASSING signage may be needed.

Nature Trail – Ben Mummert

- Trail Clean-up – trees/trash
 - Curtis volunteered to contact Austin Batcheler, President of the 4-H Poultry/Rabbit Club in Cumberland County to discuss the club's possibility of volunteering for this clean-up and get several dates in March that the group would be available.
 - There is a concern about encountering disposed needles.
- Homeless Encampments near the trail.
 - Curtis reported several homeless encampments near the trail.
 - We can reach out to Carlisle Cares to see if they can assist in having them removed.
 - Carlisle Borough Police may assist.
- Trail vegetation management and planting schedule - Ben
- On-going quarry coordination
 - Andy contacted Dan from the quarry regarding stone at old crusher, Bonnybrook drainage, and repair to berm. No response.
- CPC Outdoor Accessible Access Route (ORAR)/LNT Tie-in – Spring Construction – This route will not address handicap accessibility.
- Spring Garden Crossing – Asphalt Art – Curt – Briefly discussed but determined not a feasible option. Area is too long.
- Mural Project Status –
 - Bob and Heather presented a Course of Action Recommendation by Mural Committee dated 2/15/24 due tomorrow.
 - After a lengthy discussion, Bob made a motion that the LRA apply, together with faculty and students in the FYS 100-38 "Wade in the Water" project, to the Dickinson College Collaborative Action Fund (DCCAF) for a grant of up to \$10,000 to support (1) a pilot project for a mural on no more than two bridge piers supporting the I-81 segment above the Letort Nature Trail and (2) the placement of QR codes providing, through the LRA website, educational resources and historical references relevant to the Letort Nature Trail and Letort Spring Run. Curtis seconded the motion. With six votes to proceed and two abstentions, the motion was carried.

Long Range Planning & Easement - Andy Parker

- CCC Meeting, 2/5 (Kittatinny Ridge, Land Partnership Plan, CCC website) – Next meeting 4/15
- Cumberland County Climate Resilience – Workshop Summary, Newsletter
- Sally Shambaugh CPC Easement transfer – No response from Sally.

Stream Ecology – Mark White

- Brooke Basehore, new CCCD Watershed Specialist
- Tri-County Watershed Association Meeting, 3/12, 6:00-9:00 in Shippensburg. Andy will attend.

Project Review –

- Pine Hill Phase - MT – follow up
- Tender Years Child Development Center – MT – follow up
- The Grange – MT – follow up
- Cumberland Preserve Phase 2, MT – follow up
- SAIA Trailer Storage – MT – Andy will review
- 180 York Road – SMT – Andy will review

Old Business

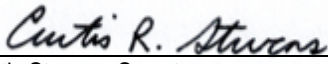
- LRA Display – No report
- LRA Handouts – Andy continues to work on this handout
 - Lawn Care
 - Riparian Buffer
 - Appeal for Conservation
 - Naturalize your Yard
 - Living on Karst (in development)
- LRA Trail Map –
- Narrative
 - Map
 - Layout
 - Andy has found someone at his office that will assist in the map development.
- Memorial Trail Benches – Status
 - Michael met with Dawn to discuss final plans for the new memorial bench.
 - Michael showed slides of the bench design and layout of the plaque.
 - He hopes to have costs by March or April with plans to install the bench in May.
 - Michael will go out to the trail and stake the area where the bench will be placed for approval by the board and the contributor.
- Discussion of 2024 projects and goals to include potential grant applications.
 - Ad-hock committee formed to work on goals and potential grants and report back to the full board.
 - Curtis will chair this committee with Bob, Ben, and Michael as committee members.

New Business

- Discussion of Brehm-Lebo Engineering Letort Trail bridge inspection report.
 - We received the Bridge Safety Inspection Report from Brehm-Lebo dated 2/2/24.
 - Curtis suggested we table this matter for future discussions until after we receive the report on the culvert.
- Treasurer Replacement (and MT representatives)
 - Luke gave resignation to be effective beginning in June.
 - Andy asked board members to consider taking over Luke's position as Treasurer.
 - We will advertise for the two open board positions in Middlesex Township.
- Andy wanted to make the board aware of 19 ½ acres for sale on Clairmont Road and Harmony Hall Road.

Michael moved that the meeting be adjourned. Luke seconded the motion, the motion carried. The meeting adjourned at 8:45 p.m.

NEXT MEETING The next regular meeting of the Letort Regional Authority is scheduled for Thursday, March 21, 2024, at 7:00 p.m.


Curtis Stevens, Secretary

3/21/24

Date Adopted

Prepared by: Kathy Russell