

**LETORT REGIONAL AUTHORITY**  
**415 Franklin Street**  
**Carlisle, PA 17013**

**MINUTES OF THE LETORT REGIONAL AUTHORITY**  
**July 20, 2023**

The meeting was held on Thursday, July 20, 2023, at the Stuart Community Center. Andy called the meeting to order at 7:00 p.m.

**ATTENDANCE**

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

Staff Present Kathy Russell

**PUBLIC COMMENT** – We welcomed a former longtime board member, Eric Messerschmidt to our meeting.

**PRESENTATIONS** – We welcomed back Jim Hughes, who presented his findings on the property between Lambertton and Letort Park as a follow-up to his presentation at our June meeting. His research on the deed of conveyance revealed that we have a 40' right-of-way in quit claim from the Reading Company. Everything except the Noble and Spotts properties have been conveyed in fee simple. The LRA owns all property except for the Noble and Spotts tracts.

**APPROVAL OF CONSENT AGENDA** –

- **Minutes:** Curtis made a motion to approve the Consent Agenda, except for the bills. 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	
Check Received – Khac Enterprise LLVC.....	+\$100.00.
Check Received – Lee Enterprises Incorporated.....	+\$122.12.
Check Received – North Middleton Township.....	+\$2,000.00.
Check Received - South Middleton Township.....	+\$6,000.00.
Interest .....	+\$11.15
<b>TOTAL RECEIPTS:.....</b>	<b>+\$8,233.27</b>

Bills Requiring Approval:

Administrator - Services.....	-\$360.00
Verizon Wireless - Phone.....	-\$30.15
Member – Paint Supplies.....	-\$115.72
<b>Unpaid Bills Subtotal.....</b>	<b>-\$505.87</b>

**TOTAL BILLS and FEES: .....** **-\$505.87**

Luke made a motion to approve the June bills totaling \$505.87, Ben 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.....	+\$505.87
Paid Bills .....	-\$505.87
<b>Closing Account Balance .....</b>	<b>\$100.00</b>

**BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND**

Beginning Balance .....	\$46,587.10
Interest .....	+\$3.98
CD#49 Maturity.....	+\$5,319.00
1X Check rec'd.....	+\$100.00.
3X Checks rec'd .....	+\$8,122.12.
Transfer to Business Checking.....	-\$505.87
<b>Closing Account Balance.....</b>	<b>\$59,626.33</b>

**BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT**

Beginning Balance .....	\$ 14,924.95		
Interest .....	+\$2.45		
<b>Closing Account Balance.....</b>			<b>\$14,927.40</b>

**BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01**

Beginning Balance.....	\$100.36		
Interest .....	+\$0.01		
<b>Closing Account Balance.....</b>			<b>\$100.37</b>

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

Beginning Balance.....	\$5,316.84		
Interest .....	+\$2.16		
Transfer to Business Savings .....	\$5,319.00	<b>Closing Account Balance</b>	<b>\$0.00</b>

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

Beginning Balance.....	\$5,652.21		
Interest .....	+\$2.55		
<b>Closing Account Balance.....</b>			<b>\$5,654.74</b>

**TOTAL FINANCIAL ASSETS ON DEPOSIT: ..... \$80,408.86**

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 has been executed. Ben is waiting on the status of the \$15,000.00 PPL Foundation.
- Cumberland County Land Partnership Grant – status – Ben Mummert

**Audit – Curtis Stevens** - No report

**Information and Education – Ben Mummert / Bob Ackerman**

- Recent press releases, Facebook page updates, Next-Door –
- Display – Heather suggested layout:
  - A three-panel display – (1) trail description & trail opportunities, (2) who we are and what we do with map, (3) How you can get involved / Friends Group
- Handouts – status – Ben Mummert has completed a mockup handout for review and comment.
- Trail Map – We need to develop a new map layout.
- GIS Mapping Web Application – Gordon Cromley, a professor at Dickinson, has updated mapping but we can't access it.

**Nature Trail – Ben Mummert**

- Trail vegetation management and planting schedule. (SMT to resume trail brush mowing) – Ben has sprayed.
- Trail Extension Timber Mat Repairs – Need caution signs. Ben has mats and will install them tomorrow or Saturday.
- Trail Bridge Inspection - Brehm Lebo submitted a proposal to perform a safety inspection, provide a field sketch, and recommendations on the two Bonnybrook bridges and the other four bridges. Don made a motion to approve Brehm Lebo's proposal for this work at a cost of \$3,446.00. Mark seconded the motion and the motion carried.
- Trail signs – Trail sign project has been completed. Well done Michael Jean!
  - This sign project generated \$2,700.00 of in-kind labor.
  - The area around the Letort sign needs to be trimmed or mowed.
    - Is this the Borough's responsibility or the LRA's?
    - Michael will reach out to Andrea.
  - Michael would like to see more people in the community get involved.
    - The Goodyear kiosk needs updating.
    - Interpretive signage – Kathy will see if we have a file on past interpretive signs.
    - Michael will create sponsor packs to present to potential corporate sponsors.
  - Michael would like to see more natural looking benches placed along the trail.
- On-going quarry coordination – No report. Andy will follow up.
- Mural Project Status – Bob Ackerman recommended we start out with a pilot project on one pillar to determine if it holds up. Heather will do this project.
- Rails to Trails Conservancy is updating their records with Heisers Extension.
- Andy reported that the bridge north of the quarry has an abundance of the Tree of Heaven and lanternfly larva.

**Long Range Planning & Easement** -Andy Parker

- Easement Inspection – Schedule for this summer.
- Transfer of Shambaugh greenway easement from CPC – Andy met with Lauri Danko and reported.
- Updated SMTMA sewer easement – previously discussed.

**Stream Ecology** – Mark White

- Follow up with CCCD and CVTU – Coldwater Conservation Plan – No report. Andy will follow up

- Countywide Action Plan (CAP) – Andy completed the implementation survey.

**Project Review** –

- Wellspan / Carlisle – SMT – Andy will review.
- Carlisle Farmer's Market – SMT – Andy will review.

**Old Business**

- Meet with Jon Nori (Parker Springs Neighbor) about stream usage.
- Discussion of 2023 Projects and Goals to include potential grant applications this year.
- Dickinson Law Orientation Service Project – 8/19 8am-3pm
- Dickinson Freshman Orientation?

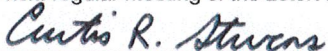
**New Business**

- Andy spoke with Sam Rob, a freelance writer, who is writing an article for a Harrisburg magazine on the Letort Spring Run. Andy provided comments. The article will be published in the September issue.

Ben made a motion to adjourn the meeting. Heather seconded the motion and the motion carried. The meeting was adjourned at 8:38 p.m.

**NEXT MEETING**

The next regular meeting of the Letort Regional Authority is scheduled for Thursday, August 17, 2023, at 7:00 p.m.

  
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Curtis Stevens, Secretary

August 17, 2023  
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Date Adopted

Prepared by: Kathy Russell