

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

**MINUTES OF THE LETORT REGIONAL AUTHORITY  
November 20, 2025**

The meeting was held on Thursday, November 20, 2025, at the Stuart Community Center. Andy called the meeting to order at 7:03 p.m.

**CALL TO ORDER**

Members / Reps Present Bob Ackerman, Bradley Mitchell, Ben Mummert, Heather Novack, Andy Parker, and Avery Walters

Member/Rep Absent William Harner

Staff Present Kathy Russell

**ANNOUNCEMENTS –**

**PUBLIC COMMENT –**

Curtis Stevens, past LRA secretary, attended our meeting. He wanted to emphasize the urgency of the need to transfer his access to all accounts to the new treasurer (Gmail, PayPal, Go Daddy, Box account). All Member 1<sup>st</sup> statements are in the Box. Andy will provide our PNC account information to Curtis, and he will transfer the PayPal funds (\$1,500.00) into our PNC account. Curtis would like to meet after Thanksgiving to get all these transfers completed. He stressed that this is necessary for the upcoming audit.

**CONSENT AGENDA –**

Avery made a motion to approve the consent agenda with one correction. Heather seconded the motion and the motion carried.

**PRESENTATIONS –**

We welcomed Rebecca Lauver, Carlisle Borough's Floodplain and MS4 Coordinator, to our meeting.

Rebecca mentioned a proposed Borough project involving a swail behind Lamberton Middle School. Andy will provide Rebecca with contact information for the principle at Lamberton.

Andy attended a Cumberland County Planning Commission meeting this morning. The EPA is wrapping up their study on the Frog & Switch property. We are interested in what happens with this property. There may be some opportunities for recreational or trail extension on this property.

**STAFF REPORTS**

**Administrator** – No report

**Budget & Finance** -

**Bills & Receipts**

**Checking Account:**

Carlisle Borough Contribution .....	+\$2,500.00
LRA Donation .....	+\$200.00
Friends of Letort Donation .....	+\$100.00
Administrator fee .....	-\$360.00
ALLARM Invoice .....	-\$1,000.00
Andy Parker (supplies for mural) .....	-\$64.64

Andy reported totals for our accounts:

Deposit made to MM.....	\$2,800.00
Checking Account Balance: .....	\$3,000.78
Checking Account Balance after Nov. bill are paid .....	\$1,576.14
Money Market Account: .....	\$75,270.56

**PayPal** \$1,550.00

A PayPal donation is still pending. This matter was previously discussed by Curtis under Public Comment.

Andy made a motion to pay the bills totaling \$1,424.64. Bob seconded the motion and the motion carried.

- Land Partnership Grant Close-out – Ben has provided Stephanie with all documents needed.
- Transfer of Treasurer duties – Andy and Ben will share Treasurer duties until the end of the year when a new Treasurer can be appointed for 2026.

**Budget Report** – No report

### **Friends of the Letort –**

Database of Friends for Volunteer Opportunities – Two new donations have been received. The database will continue to be updated.

### **Grants – Bob Ackerman**

- Susquehanna River Basin Commission (SRBC) Grant - source tracing – Bob reported that we have been reminded by the SRBC that we must provide our request for reimbursement of the \$5,000.00 grant by the end of the calendar year. Bob has asked Todd Hurd to provide an itemized invoice for \$5,000.00 for services and supplies for the source tracing project.
  - Bob made a motion authorizing reimbursement to Todd so we can submit the paid invoice to SRBC before the end of the year. Andy seconded the motion and the motion carried.
  - Andy will follow up with Todd.
  - Ben made a motion that the LRA dedicate an additional \$3,000.00 from our general budget to support this source tracing project. Bob seconded the motion and the motion carried.
  - Ben would like to share this project with the public.
- POWR/NFWF Grant – Plan from Land Studies is due in December
  - Ben and Andy participated in a meeting call with Land Studies.
  - They have identified a significant modification of the cold-water conservation plan.
    - Three priorities:
      1. Invasive Species Management - aquatic and terrestrial (extend to Letort Park to just below confluence)
      2. Habitat structures (from I81 upstream to the bridge crossing of the trail)
      3. Enhancement work of wetlands – primarily around Vince's meadow (CVTU property)
    - A summary and report will be forthcoming.
    - There may be additional funding available.
- Dickinson Grant – Project complete
  - Andy and Bob completed the application of a protective shield coating to the mural.
  - Bob suggested we plan a dedication of the mural recognizing Dickinson College, Sprocket Works, and the artist.
  - Bob suggested we do something between the trail and the mural.
  - Ben discussed placing descriptive 18"X24" panels. Heather and Bob will work on the text and design of the panels adding a QR code and we will determine where they should be placed.
    - Ben suggested that Leigh Espy may be willing to help Heather with the design of these panels if needed.

### **Audit**

- Suralink for the 2025 Audit is now open – Audit is scheduled for March 30, 2026.
  - Andy has volunteered to take the lead on providing documentation for the audit.

### **Information and Education – Heather Novack / Bob Ackerman**

- Recent press releases, Facebook page updates, Next-Door – Bob – continues to be updated.
- Website and Facebook updates – Heather continues to request photos from board members.
- Monitor website inquiries – Heather/Avery
  - Heather will give Avery access to our website.
  - Avery will speak with Curtis to have Gmail account transferred to him.

### **Nature Trail – Ben Mummert**

- Bridge maintenance – Andy is trying to keep the bridge decks clear of leaves and debris so they can dry out.
- Trail vegetation management and planting schedule
  - Ben, Avery, and several volunteers did some cleanup work. They cut honeysuckle and pushed back some evasive bushes.
  - Avery will forward photos of the cleanup to Heather.
- Mowing needed –
  - Ben plans on mowing.
- Ben will be picking up trees for CVTU from Aquatic Research Restoration Company.
  - Trees are available for half off.
  - Stock may be available for Erich Messerschmit's memorial tree planting. (see New Business below)
  - Andy suggested a grove of swamp white oak trees be planted locally. (\$72.00 each – 10 trees are available)
  - Andy will review the list of what tree stock is available.
  - An email exchange will be forwarded to address the purchase of trees and to vote on approval of any purchase.
  - Andy and Avery offered their trucks for transport of trees.
- Drainage along South Spring Garden Street – South Middleton Township intends to complete work this fall (Bonnybrook next year)
- Letort Garden maintenance – Treat patch of Canada thistle, Winter: remove willow, treat ivy, bittersweet, winter creeper, vinca, garlic mustard, etc. (maybe treat invasive vine in woods between Letort and Goodyear Parks).
  - Andy would like to have a weeping willow removed from the garden sometime this winter.
  - Our property between Letort Park and Goodyear Park has a considerable amount of ivy, winter creeper, bittersweet, and Vinka that should be addressed.
- Report on homeless encampment near I-81. Discuss with the Comfort Inn, Lots of trash.
  - Avery plans to discuss this matter with Comfort Inn.
    - Suggest working together to address this issue.
    - Possibly improve a connection or pathway between the hotel and the trail.
  - Avery was visited by a peace officer from Carlisle Borough who volunteered resources to help address the homeless problem.
  - Rebecca will bring this matter to the attention of Luray Schlegel, inaugural Community Co-Responder at the Carlisle Borough office.
  - Avery is in the process of providing a list of resources for the homeless community.
  - Avery made a motion to have \$100.00 worth of sanitation supplies (trash bags) to be handed out to Joel (one of the homeless) to see if this would help to eliminate the scattered trash in the area. Heather seconded the motion and the motion passed.
    - The Borough dumpster could be used.

- Contact Andrea to use Letort Park dumpster.
- Avery also volunteered to use his business dumpster.
- Ben reported squatting in Goodyear Park.
  - Jerrod Wilson stated there is \$400,000.00 available from Urban Forestry available.
  - Ben will research.

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

- Sally Shambaugh CPC Easement Transfer
  - No response from Ms. Shambaugh.
  - Andy will follow-up

**Stream Ecology** – (need new chair)

- Andy is working with Olive to investigate elevated nitrates which may be due to reagents.
- Removal of debris jam at North Street by the Borough.

**Project Review** –

- A new plan was received for review from St. Patrick's Parish for an addition. Andy will review.

**Old Business**

- Memorial Bench –
  - Andy received a message from Sarah at SMT. He will follow up with her.
  - Bob still needs to come up with language for the plaque.
- Quarry Development – No report
- Frog & Switch Redevelopment –
  - The County Planning Commission reported that the EPA is finishing up their hazardous waste study of the site.
  - Andy has contacted Jared and Stephanie notifying them that we would like to be informed of the progress.
- Vacant representative positions – Carlisle, North Middleton, Middlesex.
- Cumberland Valley HS Future Farmers of America public service project potential dates: 4/15 or 16.
- Insurance renewal application submitted.
  - Quote received for \$4,750.00 which includes a crime rider for \$400.00.
  - A brief discussion was held, and Andy proposed not adding the crime rider to our policy, which would lower the bill to \$4,350.00.
  - Everyone will review the quote and we will have a follow-up in early December and an email vote on what quote to accept.
- Bob reminded Andy that we are still waiting for a PennDOT Certificate of Insurance.
  - Andy will follow up.

**New Business** –

- CCC is sending a letter of support to the commissioners for the Farmland Preservation Program.
  - Andy will send a letter.
- South Middleton Township requests a letter of support from the LRA for trail extension grant application. (extend trail from Heiser's Lane to Petersburg Road.)
  - Andy will try to get additional information before we decide.
- Erich Messerschmit Memorial – Tree planting and plaque (see notes under Nature Trail above)
- Slate of Officers for 2026 – Ad Hoc Nomination Committee
  - Andy stated that his term on December 31, 2025.
    - Cory would like to renew Andy's representation for SMT.
    - Andy has agreed to continue with the board but would like to step down as Chairman.
  - Andy made a motion to have Bob be the chairman of the Ad Hoc Nominating Committee. Ben seconded the motion and the motion carried.
    - Ben agreed to volunteer as the new Chairman
    - William will continue Secretary
    - Need a new Assistant Chair and a Treasurer
    - Bob will present a slate of officers at our December meeting.
- Andy reported that we received a purchase offer for property along I81.
  - Actual trail - 11.95 acres for \$113,764.00.
  - We are not interested in selling any of our property.
- We received a modification price list from York Building Products.
- Brad reported that North Middleton passed the Data Center Ordinance.

Avery made a motion to adjourn the meeting, Brad 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, December 18, 2025, at 7:00 p.m.

Dr. William E. Harner

Dr. William E. Harner, Secretary

12/18/25

Date Adopted