

LETORT REGIONAL AUTHORITY

415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY

February 17, 2005

The meeting was held on Thursday, February 17, 2005, at the Community Center in Carlisle, PA. Chairman, Shirley Ruhl called the meeting to order at 7:11 p.m.

ATTENDANCE

Members Present: Mr. Keith Bailey, Mr. Erich Messerschmidt, Mr. Lance Percival, Mr. James Richenderfer, Ms. Shirley Ruhl, and Mr. Thomas Stenehjem

Members Absent: Mr. Dave Baric, Mr. Richard Darr, Mr. Chip Fenton, and Mr. Chris Houston

Staff Present: Mr. John Broujos, Mr. Brian Fischbach, and Ms. Kathy Russell

APPROVAL OF MINUTES

Jim Richenderfer made a motion to approve the minutes from the January 20th meeting as amended; Tom Stenehjem seconded the motion and the motion carried.

PRESENTATIONS - None

STAFF REPORTS:

Solicitor

Keystone Arms/Dickinson College Conservation Easement Agreement – John Broujos reported that North Middleton Township has signed the Final Subdivision Plan today and will have it recorded tomorrow. John distributed and explained abstracts of the subdivision and notes that cover the conservation easement. John suggested that the LRA chairman consider sending a letter to Keystone Arms indicating that we've been patient and ask that they take action on their commitment.

Brian Fischbach will call the developer to ask what their schedule is for recording the easement.

Administrative Information

List of Representatives for 2005 – Brian e-mailed an updated representative list to everyone.

WQM Contract with ALLARM for 2005 – Lauren returned the signed contract, however, she indicated that the \$1,200.00 fee might go up in 2006 due to our request to provide a synopsis of their results on a monthly basis.

Statements of Financial Interest – All statements should be handed in to Brian.

Recommendation of Member Appointment from Middlesex Township – John Broujos went over a letter he drafted to Brian outlining the “Conflict of Interest With Official Authority Member Performing Work For Authority As An Employee of ALLARM”. He concluded that we could accept Lauren’s appointment as a LRA member. Lance suggested we approach Lauren to see what her feelings are with regard to the conflict issues. If appointed, Lauren would have to recuse herself from voting on contracts or motions relating to any contract of ALLARM with the LRA. Brian will call Lauren to see if she has concerns with her being the Executive Director of ALLARM and accepting this appointment.

Brian stated that, if Lauren is appointed, it may mean that we may have to make the award of any future contracts a public process or bidding by publishing it in the newspaper.

Tom Stenehjem made a motion that, if Lauren agrees to recuse herself from voting on ALLARM matters, we should recommend that the Middlesex Township appoint her as their representative to the LRA; Jim seconded the motion and the motion carried.

After Brian speaks with Lauren and she gives him her decision, he will either write a letter of recommendation to Middlesex Township for her appointment or tell them of her decision to withdrawal.

Rite-Aid Site – This property is at corner of Willow and South Hanover Streets. Brian stated that the reason for no activity is because they found contaminated soil and they are in the process of trying to clean it up. If they have no activity by springtime, they will seed and mulch at the sight.

MONTHLY FINANCIAL STATUS

Receipts - \$5,500.00 from the Borough of Carlisle

Bills Requiring Approval:

February bills to be paid are as follows:

Brian L. Fischbach -- Executive Director services and expenses.....	\$458.33
Kathy Russell -- Recording Secretary services	\$85.00
Office Rental	\$70.50
Sprint	\$31.99
Brian L. Fischbach (Petty Cash)	<u>\$45.64</u>
TOTAL bills requiring approval	\$691.46

Tom submitted the February bills for payment. Erich made a motion to approve payment of the expenses; Jim seconded the motion and the motion carried.

John Broujos did not have an opportunity to review the Management’s Discussion and Analysis (MD&A). He’ll report on this at the March meeting.

Treasurer’s Report:

Tom submitted the authority’s financial summary account balances as follows:

Petty Cash: Reimbursed Petty Cash \$45.64 to return balance to \$ 150.00.

Checking Account: Beginning balance of \$100.00; add transfer from Gen Fund Account - \$691.46, minus payment of approved bills for February of \$691.46, leaving an ending balance of \$100.00.

Savings Account: The beginning balance is \$16,956.07; add 2005 Appropriation from the Borough of Carlisle \$5,500.00; add interest for January 2005 of \$17.09, minus transfer to checking account (February bills) \$691.46, leaving a closing balance of \$21,781.70.

Money Mgmt. - Growing Greener (Grant) Account: Beginning balance is \$11,063.04; add \$11.65 for January interest, leaving a closing balance of \$11,074.69.

GRAND TOTAL: \$ 33,106.39

COMMITTEE REPORTS

Finance / Budget

- 2005 Budget Report: Tom reported that the budget is exactly as it should be.

Easement & Nature Trail –

- Bonnybrook Road Parking Lot –
 - Tressler Involvement in Fixing Structures – Brian did not have a chance to contact Tressler. Dave Baric contacted South Middleton with no response back. Brian will report next month.
 - Lighting Issue – No discussion
- Willow Crossing – Jim stated that Willow Crossing has serious financial issues right now and they don't have the time to address this matter. Jim said he thinks it would be to our advantage to work through Mike Adler and to hold off with addressing this matter until a later date.
- Property / Easement Atlas – Brian has been in touch with RETTEW to close out items that were outstanding.

Water Quality – No report

- Sinkhole Repair – Jim confirmed Lances' observation that there is a sinkhole, which is in need of repair. He has ordered some Bentonite to patch and repair the area.

Project Review -

- **Sable Chase** Preliminary Subdivision / LD Plan – Brian sent a letter with three comments on this plan to the South Middleton Township.
- **Otto Parcel** - Minor Subdivision Plan – Not yet reviewed
- **Carlisle Med** - Final Land Development Plan – Not yet reviewed

Long Range Planning - No report

Public Relations – No Report

PUBLIC COMMENTS - None

OLD BUSINESS -

- Tree of Heaven – Brian will make a call to D&R or DEP to get someone to take a look at the infested area and give their professional assessment on whether we have a problem. There is a treatment that Lance has seen that requires placement of blue pins around the tree. Brian will also inquire about the blue pin treatment.
- Tiley-Fry Subdivision – Brian will get the status from Barb Wilson.
- Geologic Hazards Investigation – Brian received an e-mail from Lonnie Young at RETTEW stating that all of our comments have been addressed and their report is ready to be given to us, but they want partial payment on their outstanding invoice first. Their outstanding invoice is \$21,173.19. (We have \$10,976.69 on hand and another \$10,200.00 that DEP owes us).

A lengthy group discussion was held.

Brian commented that he did not want to make an argument on RETTEW's behalf, but we should keep in mind, that he has been holding this bill since July 20, when we first had to start going back to them.

Due to the history of this product, Jim expressed his concern and reluctance in giving RETTEW any money before we've had an opportunity to review the report.

Erich made a motion to have Jim draft a letter outlining our concerns and requesting that we receive 3 copies of the report for our review. The letter will state: Upon review and satisfaction of the report from the LRA, we will agree to release a partial payment of \$10,976.69 to RETTEW, with the remainder to be paid when we get our money from DEP. Lance seconded the motion and the motion carried.

Jim will draft the letter; e-mail it to Brian, who will then circulate it within the authority for comment before it is sent to RETTEW.

NEW BUSINESS – None

ADDITIONAL AGENDA

Tom Stenehjem made a motion that the meeting be adjourned; Erich seconded the motion and the motion carried. The meeting adjourned at 8:38 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, March 17, 2005 at 7:00 p.m. at the Community Center in Carlisle, PA.

<u>3/18/05</u>	<u>Lance Percival, Secretary</u>
Date Adopted	Lance Percival, Secretary

Prepared by: Kathy L. Russell, Recording Secretary