

# LETORT REGIONAL AUTHORITY

415 Franklin Street  
Carlisle, PA 17013

## MINUTES OF THE LETORT REGIONAL AUTHORITY

April 21, 2005

The meeting was held on Thursday, April 21, 2005, at the Community Center in Carlisle, PA. Chairman, Shirley Ruhl called the meeting to order at 7:07 p.m.

### ATTENDANCE

*Members Present:* Mr. Keith Bailey, Mr. Richard Darr, Mr. Chip Fenton, Mr. Chris Houston, Ms. Lauren Imgrund, Mr. Erich Messerschmidt, Mr. Lance Percival, Mr. James Richenderfer, Ms. Shirley Ruhl, and Mr. Tom Stenehjem

*Members Absent:* Mr. Dave Baric

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

### APPROVAL OF MINUTES

Erich Messerschmidt made a motion to approve the minutes from the March 17<sup>th</sup> meeting; Chip Fenton seconded the motion and the motion carried.

PRESENTATIONS - None

### STAFF REPORTS:

#### Solicitor

In Follow up to the discussion from last month referring to Lauren's relationship to the authority with regard to ALLARM, John drafted and distributed for consideration a "*Memorandum Governing Deliberation of Matters Before the Authority Relating to ALLARM*". This document will be filed with the by-law to refer to as guidance. John felt, because of the value and expertise of Lauren, she shouldn't be restricted from commenting or participating in discussions, however, she should not be allowed to vote on issues associated with ALLARM. Chris made a motion to adopt the policy and procedures as set forth in this memorandum; Jim seconded the motion and the motion carried. Lauren abstained from voting on this matter.

Keystone Arms/Dickinson College Conservation Easement Agreement – Brian spoke with Dave Marshka to see where they stood with the easement agreement,

he said they are in the midst of looking at some changes to occur to the plans within Middlesex Township, but they are also in negotiations with the owner of Carlisle Campgrounds. Brain asked if they purchased that property whether or not our conservation easement would extend down to Harmony Hall Road? He said there might be a change in configuration in order to make that happen, but he didn't see any reason why it couldn't.

A discussion was held expressing concern that this easement process has been dragging out for too long. John suggested that a strongly worded letter from Shirley be sent addressing the Keystone/Dickinson easement. The letter should request a date when we could get together to sign the easement agreement and should indicate that the LRA is interested in having the easement fulfilled before our next meeting on May 19. North Middleton and Middlesex townships, Brian, and John should all be copied. The campground easement should not be addressed in this letter but should be considered a separate project.

Tom made a motion to have Shirley draft a letter to Keystone requesting the fulfillment of the easement agreement; Chris seconded the motion and the motion carried.

Chris brought up a proposal, being initiated by the Carlisle Chamber of Commerce, of creating a physical connection between the War College and Carlisle by negotiating easements for the purpose of creating a nature / hiking trail. Chris feels that the trail would be a nice network for the community and suggested that we have a representative meet with the North Middleton and Middlesex Townships and the Open Space Coordinator to explain the potential nature trail plan in hopes that they will support this project. Chris will look into this matter and see what kind of support we can get and report back at a future meeting.

### **Administrative Information**

*Statements of Financial Interest* – Brian reminded everyone to turn in their forms.

*2005 Stream Clean-up Event* – Clean up will be April 30 from 9:00 a.m. to 12:00 noon. Brian received a call from Les Pullman, the Athletic Director at Dickinson College, who informed him that he has between 50-60 volunteers for this project. Dick said Trout Unlimited has 6 volunteers from their organization. We will be supplying work gloves, bottled water and/or Gatorade, and Clifbars (energy bars) for the clean up groups.

POWR – General Liability Insurance for Watershed Groups – Brian reported that we won't be able to participate in this general liability option since it is only for 501C groups.

**MONTHLY FINANCIAL STATUS**

Receipts - \$0

Bills Requiring Approval:

April 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
Members Firs FCU (Safe Deposit Box) .....	<u>\$20.00</u>
TOTAL bills requiring approval .....	\$665.82

Tom submitted the April bills for payment. Chris Houston made a motion to approve payment of the expenses; Erich Messerschmidt seconded the motion and the motion carried.

**Treasurer's Report:**

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

Tom made a note (for record only) that under the commercial checking account, we made a transfer to the checking account and paid RETTEW \$10, 976.69. We still have \$10,200 coming to us from the state to complete the balance due.

Petty Cash: No expenditures - balance to \$ 150.00.

Checking Account: Beginning balance of \$100.00; add transfer from Grant Account +\$10,976.69, minus payment to RETTEW (Approved, Minutes, Feb. 17, 2005) -\$10,976.69, add transfer from Gen Fund Account +\$645.82, minus payment of approved bills for April -\$645.82, leaving an ending balance of \$100.00.

Savings Account: The beginning balance is \$21,093.58; add interest for March 2005 +\$18.22, minus Members 1<sup>st</sup> Deduction-Deposit Box - \$20.00, minus transfer to checking account (April bills) -\$645.82, leaving a closing balance of \$20,445.98.

Money Mgmt. - Growing Greener (Grant) Account: Beginning balance is \$11,085.22; add March 2005 interest +11.67, minus transfer to Checking Account - \$10,976.69, leaving a closing balance of \$120.20.

**GRAND TOTAL: \$ 20,816.18**

## **COMMITTEE REPORTS**

### Finance / Budget

- 2005 Budget Report: Tom reported that the budget aligns and is in good shape.

### Easement & Nature Trail –

- **Bonnybrook Road Parking Lot** – Brian will get a new sign, post, and mailbox for this area.
- **Tressler Involvement in Fixing Structures** – No report
- **Willow Crossing Condominium Association Easement Agreement** – Dick Darr talked to Mike Adler - They've appointed a committee chairperson that is fearful of safety issues. Mike feels the majority would favor the easement, however, he doesn't see anything happening in the near future. Dick suggested that this matter be taken off of the monthly meeting agenda. He will continue to monitor and report back when new issues arise.
- **Property / Easement Atlas** – Brian heard from RETTEW, they are having trouble locating easement 15 or 17. Brian will review the description for these easements and try to figure out their locations.

### Water Quality –

- **Sinkhole Repair** – Jim reported that he has not observed any additional sinkhole problems.

Lauren presented Jim with a summary notebook, organized by ALLARM, on the data collected since the monitoring program began. She said it is still in draft format, but wanted Jim to review the data collected thus far.

Jim gave Brian analytical costs associated with testing samples seepage water from behind Home Depot. Jim gave quotes on the two most commonly run chemistry tests:

1. ***Volatile Organic Compounds*** - tests for things associated with gasoline and solvents. The quote for this test is \$160.00 per sample; and
2. ***RCRA Metals*** (Resource Conservation and Recovery Act) – tests for things typically associated with parking lots, drips and drops from cars, etc. The quote for this test is \$117.00 per sample.

The total for one sample having both tests completed would be \$277.00. The best results would come from having three areas tested: upstream, mid stream, and down stream. The cost for this set of test would total \$831.00.

Jim suggested, until we see some evidence in the stream that would suggest an impact, he would **not** recommend investing funds for these tests. Jim will call the president of the analytical lab to see if they can come down some on the price.

Brian will call Ray to see if Home Depot is aware of the seepage problem and see if they'd be interested in collecting the sample for testing.

*Project Review* -

- **Limestone Creek** – Preliminary Subdivision and Land Development Plan – Reviewed and submitted comments and a list of concerns.
- **Carlisle Regional Medical Offices** – Final/Minor Land Development Plan – Reviewed with no comments
- **Mountain View Terrace** – Final/Minor Subdivision Plan – Reviewed with no comments
- **Dwayne and Anna Rhodes** – Final/Minor Subdivision Plan – Reviewed with no comments
- **Walnut Bottom Medial Center LLC** – Final Land Subdivision Plan – Reviewed with no comments
- **Lot 11 McCoy Business Center** – Final/Minor Land Development Plan – Reviewed and submitted comments and recommendations.

- **Pillars of Orthodoxy Orthodox Church** – Preliminary/Final Land Development Plan – Reviewed and submitted comments and recommendations.

*Long Range Planning* - As chairman, Chris suggested a regrouping of this committee. He has proposed a Long Range Planning Committee Retreat to be held off-site. The retreat would involve a trained facilitator to discuss the committee's mission vision, goals, and objectives.

Lauren will check availability for holding the retreat at a Dickinson facility. Kings Gap was also mentioned as a possible site location for the meeting. Jim will check with a friend to see if he'd be interested in facilitating the retreat.

Chris made a motion to beginning planning this retreat; Erich seconded the motion and the motion carried.

*Public Relations* – No Report

**PUBLIC COMMENTS** - None

### **OLD BUSINESS** -

- *Tree of Heaven* – Brian spoke with Mike Kusco at the Caledonia Park office who recommended spraying the trees with a chemical mixture. Lance suggested getting a botanist to take a look to determine if there is a problem and to determine if these trees are impacting the stream. Lauren will ask if there is someone at Dickinson who is qualified to inspect the trees. Brian will call Mike Cusco and Michelle Miller with the Appalachian Trail for possible solutions.
- *Geologic Hazards Investigation* – Brian reported that this report would be sent to DEP this weekend.

### **NEW BUSINESS** –

Chris mentioned that the Jaycee's building is now available for lease. This borough owned property will be offered for lease to area civic groups and organizations. This topic could be addressed at the Long Range Plan Retreat.

Erich gave Tom a key to the LRA's safety deposit box at Member 1<sup>st</sup>.

Tom will be turning the 2004 Financial Records over to the auditors within the next two weeks. Tom made a motion that we submit the financial records, now and in the future, without including the MD&A (Management's Discussion and Analysis) form; Chris seconded the motion and the motion carried.

### **ADDITIONAL AGENDA ITEMS**

Tom made a motion that the meeting be adjourned; Jim seconded the motion and the motion carried. The meeting adjourned at 8:55 p.m.

### **NEXT MEETING**

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, May 19, 2005 at 7:00 p.m. at the Community Center in Carlisle, PA.

May 19, 2005  
Date Adopted

Lance Percival, Secretary  
Lance Percival, Secretary

Prepared by: Kathy L. Russell, Recording Secretary