

LETORT REGIONAL AUTHORITY

415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY

June 16, 2005

The meeting was held on Thursday, June 16, 2005, at the Community Center in Carlisle, PA. Chairman, Shirley Ruhl called the meeting to order at 7:02 p.m.

ATTENDANCE

Members Present: Mr. Richard Darr, Mr. Chip Fenton, Mr. Chris Houston, Ms. Lauren Imgrund, Mr. Erich Messerschmidt, Ms. Shirley Ruhl, and Mr. Tom Stenhjem

Members Absent: Mr. Keith Bailey, Mr. David Baric, Mr. Lance Percival, and Mr. James Richenderfer

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

Staff Absent: Mr. John Broujos

APPROVAL OF MINUTES

Erich made a motion to approve the minutes from the May 19th meeting; Tom seconded the motion and the motion carried.

PRESENTATIONS - None

STAFF REPORTS:

Solicitor - No Report

Administrative - No Report

MONTHLY FINANCIAL STATUS

Tom submitted the June bills for payment.

Receipts - \$0

Bills Requiring Approval:

June 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	\$32.06
Brian L. Fischbach (Petty Cash)	<u>\$ 68.99</u>
TOTAL bills requiring approval	\$714.88

Erich made a motion to approve payment of the expenses; Dick seconded the motion and the motion carried.

Treasurer's Report:

Tom submitted the authority's financial summary account balances. He noted that the interest amount is not included in the grand total - this is not a spendable cash asset.

Petty Cash: Reimbursed Petty Cash \$68.99 returning the balance to \$ 150.00.

Checking Account: Beginning balance of \$100.00; transfer from Gen Fund Account +\$714.88, minus payment of approved bills (June) - \$714.88, leaving an ending balance of \$100.00.

Savings Account: The beginning balance is \$19,634.64, add interest for May 2005 +\$17.08, minus transfer to checking account (June bills) - \$714.88, leaving a closing balance of \$18,936.84.

Money Mgmt. - Growing Greener (Grant) Account: Beginning balance is \$122.48; add May 2005 interest +.03, leaving a closing balance of \$122.51.

GRAND TOTAL: \$ 19,186.84

COMMITTEE REPORTS

Finance / Budget

- **2005 Budget Report:** In April when the \$10,976.69 check was written to RETTEW, it zeroed out the reserve. Therefore, Tom asked that we (1) add an expenditure for April at the Growing Greener Grant Reserve of \$10,976.69 (2) add \$10,976.69 under total expended, and (3) change the remaining amount balance to \$0.
- **SEK & Co Contract for Audit Services:** Brian received a letter from SE&K dated 12/31/04 confirming our understanding of services for the preparation of the audit for year ending December 31, 2004. The quoted amount is for \$1,500. We have \$1,300 budgeted. Chris made a motion to have the agreement executed and returned to SEK & Co. Shirley seconded the motion and the motion carried.

Easement & Nature Trail – Brian reported for Lance.

- **Bridge Repairs** – Rocky Stump called Lance to say that the bridge down stream from the quarry had been vandalized. The top rails had been busted off and the angled supports had been torn away. Thanks to Brian and his family for making repairs to the bridge. Funds from petty cash were used to purchase lumber for the repairs.
- **Property / Easement Atlas** – Brian is still trying to get the easement to fit.

Water Quality – Brian reported for Jim.

- **ALLARM WQM Data** – No report
- **Analytical Lab Costs** – Jim is checking into further reduction of these costs and will report back at a future meeting.
- **DEP Follow-up** – Jim went down to the Letort stream, behind Home Depot, and reported that he saw no noticeable seepage. He'll revisit the site in a week or two and report back at the next meeting.

- **PA Fish Commission** – Jim heard back from the PA Fish & Boat Commission. They have not had any reports of the Tree of Heaven having any negative effects on aquatic vegetation. John Arway, Head of Commissions - Environmental Division, will look into the subject and report back to Jim.

Project Review -

Brian reviewed two projects:

- *PFS Investments* – No comments.
- *Eastgate Professional Center* – No comments.

Long Range Planning -

- **Retreat**
 - Jim checked with Hank Aberman on his availability to mediate at the retreat. Hank has no June or July dates open. The end of August or fall would be a good time for him.
 - August 20 & 27 were suggested dates to consider.
 - Lauren will try to confirm a date with Dickinson.
 - Chris will check his schedule for conflicts.
 - Dick spoke with Jim and suggested considering mid October for the retreat

We will discuss the retreat again at the July meeting.

Public Relations – No report.

PUBLIC COMMENTS - None.

OLD BUSINESS –

- **Geologic Hazards Investigation** – Brian sent in the final report to DEP. He has to prepare one more section for the approval of the final payment to be processed.

Brian received a letter from Robert McBride, Service Forester at Michaux State Forest, outlining his opinion of the invasive species problem on the nature trail and giving his recommendations for corrective action on attacking and treating the problem. A 90% funding grant is available for this type of project. We have \$6,000.00 set aside in the budget under trail connection project / ownership identification which we could use toward the 10% not covered by a grant.

Chris made a motion to authorize Brian to pursue Bob McBride to have him research the cost for a consultant to prepare a “master” plan of action and set up a timetable for this project. Lauren seconded the motion and the motion carried.

Brian will get material to Chris and Shirley for their review and we will discuss it again at the July meeting.

NEW BUSINESS – None

ADDITIONAL AGENDA

Tom made a motion to adjourn the meeting; Dick seconded the motion and the motion carried. The meeting adjourned at 7:47 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, July 21, 2005 at 7:00 p.m. at the Community Center in Carlisle, PA.

July 21, 2005
Date Adopted

Lance Percival, Secretary
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Prepared by: Kathy L. Russell, Recording Secretary