

LETORT REGIONAL AUTHORITY

415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY

November 17, 2005

The meeting was held on Thursday, November 17, 2005, at the Community Center in Carlisle, PA. Shirley Ruhl called the meeting to order at 7:00 p.m.

ATTENDANCE

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

Members Absent: Mr. Lance Percival

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

APPROVAL OF MINUTES – Erich made a motion to approve the minutes from the October 20th meeting as amended; Dick seconded the motion and the motion carried.

PRESENTATIONS - Mr. Fred Bohls, with the Cumberland Valley Chapter of Trout Unlimited, made a presentation on Trout Unlimited's strides to have Letort Stream reclassified and upgraded to a Class "A" Wild Trout Stream. They are waiting for data to be analyzed to determine whether the stream qualifies for the upgrade. Their goal is to try to achieve the "EV" (exceptional value) designation. Chris Houston would like the "Friends of Letort" to work with Trout Unlimited on this and future projects.

STAFF REPORTS:

Solicitor

- *By-Laws Update* – John reviewed the proposed revisions to the by-laws discussed at the October meeting. Additional revisions will include removal of the bonding clause (Article 3 – Section 10), and adding language to allow participation in voting matters by telephone (Article IV Section 6). John will make all revisions and have a final version for dissemination and adoption at the December meeting. Brian will e-mail the "final version" to everyone for review before the December meeting.

Administrative

- *Commercial Liability Insurance Renewal Application* - Dick completed the application and submitted it to Strickler Insurance.

MONTHLY FINANCIAL STATUS

Tom submitted the November bills for payment.

Receipts - \$0

Bills Requiring Approval:

November 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	<u>\$33.28</u>
TOTAL bills requiring approval	\$647.11

Chris made a motion to approve payment of the expenses; Dave seconded the motion and the motion carried.

Treasurer's Report:

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

Petty Cash: Balance is \$ 150.

Checking Account: Beginning balance of \$100; transfer from Gen Fund Account +\$647.11, minus payment of approved bills (November) -\$647.11, add transfer from Grant Acct. (Additional Interest) +.02, minus payment of grant interest to PA - \$.02, leaving an ending balance of \$100.

Savings Account: The beginning balance is \$24,756.89; add interest for October 2005 +\$21.47; minus transfer to checking account (November bills) -\$647.11, leaving a closing balance of \$24,131.25.

Money Mgmt. - Growing Greener (Grant) Account: Beginning balance is \$0; add October 2005 interest + \$.02, minus transfer to checking account -\$.02, leaving a closing balance of \$0.

GRAND TOTAL: \$24,381.25

COMMITTEE REPORTS

Finance / Budget

- **2005 Budget Report:** Tom reported – everything aligns.
- **2006 Budget Preparation:** Tom reported that all changes discussed at the October meeting have been made. Everything balances – Brian will e-mail everyone the revised 2006 budget.

Easement & Nature Trail

- **Loss of Vegetation** – Jim will look at the area on the nature trail and report at the December meeting.
- **Maintenance** – Tom and Brian did some maintenance on the trail after the October meeting.
- **Meeting with Stephanie Williams** - Brian and Erich met with Stephanie to discuss the County Grant Program. The County will be ready to issue awards during the 3rd quarter of 2006. Chris will meet tomorrow morning with the Carlisle Borough, South Middleton, and Middlesex regarding submittal of a grant application for “Friends of Letort”.

Water Quality – Jim reviewed the last round of water quality chemistry testing – everything looks fine.

Project Review -

- *Walnut Bottom Grove Preliminary Subdivision Plans* – Plan has not yet been reviewed – waiting for township to approve.
- *Keystone Arms Revised Subdivision Plan* – Revised plan submitted for review – including campground property.
- *LeTort Meadows Subdivision Plan* - Submitted for review (area behind Home Depot). This plan initially called for duplex, but revising plan to incorporate townhouses.

Dave made a motion to have Brian send a letter to Brehm Lebo regarding LRA’s concerns that the development of this parcel could significantly impact water quality and quantity of the stream. Chris seconded the motion,

and the motion carried. Copies of this letter should go to Brian James, Trout Unlimited, and DEP.

The Project Review Committee will meet on Monday, November 28th at 5:00 p.m. at Chip's house to perform reviews on all submitted plans.

Long Range Planning -

- *Retreat* - Mission Statement - There was discussions on the language of the mission statement, specifically "flood control".

Chris made a motion to table the acceptance of the statement until Shirley has a chance to re-write it with the suggested revisions. Lauren seconded the motion and the motion carried. Shirley will present a revised statement at the December meeting.

- *Retreat* – Community Outreach Action Plan - Chris reported that a meeting would be held tomorrow morning to discuss the "Friends of Letort" concept farther and the possibility of pursuing a grant.
- *Retreat* - Trail Improvement / Trail Expansion / Concise Corridor Master Plan - This group will work in conjunction with the "Friends of Letort" group.
- *Retreat* - Public Outreach

Public Relations / History – No report

Public Comments - None

OLD BUSINESS -

- Nominating Committee – Jim submitted the slate of officers as follows:
 - Shirley Ruhl will continue her duties as Chairwoman until mid June.
 - Chris Houston will serve as Vice Chairman until mid June when he will ascend to the Chair position upon Shirley's departure.
 - Dave Baric – Secretary
 - Tom Stenehjem - Treasurer

- **Representative Appointments**
 - Erich Messerschmidt has been reappointed as the county representative until November 30, 2010.
 - Middlesex Township agreed to reappoint Lauren Imgrund.
 - Chip Fenton will not be seeking reappointment for Middlesex Township. We are seeking ideas for a replacement.
 - North Middleton is searching for a replacement for Shirley.
 - No word on a replacement for Lance as South Middleton Township's representative. Dave Baric will inquire with his neighbor to see if he's interested.

- **Executive Director Search** – The committee has communicated and they're considering their options – whether to advertise and accept applications or go by word of mouth.

NEW BUSINESS – Chris received a phone call from Fred Bean who wanted to discuss, with the Authority, the possibility of obtaining the old Jaycees building. Chris inspected the building and found it to be in excellent condition. The building has an office, a large meeting room, a kitchen, and rest rooms. They will do repairs to the roof but would require us to take over maintenance responsibilities. There would not be a rental fee charged to us, but they would look at this as an incoming contribution and reduce the funding they currently make to the LRA. Fred suggested that we might be able to partner with another group who is looking for a location for a fly fishing museum. Chris thinks that this property would be a great opportunity for the LRA to have an actual location for the organization and it could be linked with the trail, serve as a location for educational programming, and be a meeting place for the “Friends of Letort” group. Lauren, Chris and Dave will make arrangements to inspect the building and explore this possibility. Lauren suggested that the Stewart Foundation might also be a source of funding.

ADDITIONAL AGENDA - Tom made a motion to adjourn the meeting; Erich seconded the motion and the motion carried. The meeting adjourned at 9:05 p.m.

NEXT MEETING - The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, December 15, 2005 at 7:00 p.m. at the Community Center in Carlisle, PA.

12/15/2005

Date Adopted

David Baric, Secretary

Prepared by: Kathy L. Russell, Recording Secretary