

LETORT REGIONAL AUTHORITY  
415 Franklin Street  
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY  
April 18, 2006

The meeting was held on Tuesday, April 18, 2006 at the old Carlisle Jaycee's building in Carlisle, PA. Chris Houston called the meeting to order at 7:03 p.m.

**ATTENDANCE**

**Members Present:** Mr. Keith Bailey, Mr. David Baric, Mr. Richard Darr, Mr. John Greenbaum, Mr. Chris Houston, Ms. Lauren Imgrund, Mr. James Richenderfer.

**Members Absent:** Mr. Erich Messerschmidt, Ms. Shirley Ruhl, and Mr. Tom Stenehjem

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

**Staff Absent:** None

**APPROVAL OF MINUTES** – Dick made a motion to approve the minutes from the March 21, 2006 meeting with one correction; Dave seconded the motion - the motion carried.

**PRESENTATIONS** - None

**STAFF REPORTS:**

**Solicitor** - No report

**Administrative** - No report

**MONTHLY FINANCIAL STATUS**

In Tom's absence, Brian submitted the April '06 bills for payment adding one expense of \$5.08 from petty cash.

**Receipts** - .....\$0

**April 2006 – Bills Requiring Approval:**

Brian L. Fischbach -- Executive Director services and expenses .....	\$458.33
Kathy Russell (Recording Secretary) .....	\$90.00
Sprint .....	\$33.28
Petty Cash (Reimbursement to Tom Stenehjem for gas for clearing trail).....	\$ 5.08
<b>TOTAL bills requiring approval .....</b>	<b>\$586.69</b>

Dave made a motion to approve payment of the expenses for April; Lauren seconded the motion and the motion carried.

**Treasurer's Report:**

In Tom's absence, Brian submitted the authority's financial summary account balances as follows:

**Petty Cash:** Beginning balance of \$0 - transferred to checking account – (Dec.) pending installation of new Executive Director; absorbed into monthly bill expenditures. – Leaving a \$0 balance in Petty Cash.

**Checking Account:** Beginning balance of \$100; add transfer from Savings (April bills) +\$586.69, minus payment of approved bills (April) - \$586.69 – Leaving a balance of \$100.00

**Savings Account:** The beginning balance is \$25.00; add interest for March 2006 +\$13.74 (interest is high due to previous month's balance transfer to Money Mgmt); leaving a closing balance of \$38.74.

**Money Mgmt. - Growing Greener (Grant) Account:** Beginning balance is \$23,863.59; add return of office rental fee from Borough +\$141.00; add interest for March '06 (1.75% annum) +\$12.58; transfer from Checking Account +\$586.69; leaving a closing balance of \$23,430.48.

**GRAND TOTAL: \$23,569.22**

**COMMITTEE REPORTS**

**Finance / Budget**

- Brian reported that Tom had one revision to the budget – add \$26.32 for March interest to the report.

**Easement & Nature Trail** (Jim Richenderfer – Chairperson) – No report

- Keystone Arms Easement / Property – Chris reported that we're still waiting to coordinate a date and time to meet with Keystone Arms and their attorney, Charlie Courtney with McNees, Wallace & Nurick, to discuss the grant for the transfer of the area behind Keystone Arms. An e-mail notice will be sent to members when a date is set.

- Shover Property – Lauren spoke with the potential developer, Dave Sheridan. He said that an environmental study is being done and they expect to have a report by tomorrow. He expects to have ownership in a few weeks. They plan to fill in the site to raise it up and they anticipate doing that in late fall and building the townhouses in the spring of 2007. They are planning on doing some natural stream channel designs through the Mully Grub.
- Willow Crossing Condominium Association – Dave reviewed the agreement at the last meeting and gave Brian several modifications. Dick delivered the modified agreements to Sue (Mike Adler's assistant). The project is at a standstill until the Willow Crossing Condo Association meets. Dick will follow up.

Jim reported that Dick received a phone call from Jack Mullen who expressed a concern with the dramatic drop in the stream level. He was concerned that there may have been a sinkhole opening upstream from his location on Island Avenue. Jim looked at the USGS webpage and the stream gauge that we maintain with the fuel pump, but he didn't notice a unique decline in the flow rate of the stream. Jim felt that the spring drought was the cause for this drop of water level.

Brian reported, as of Sunday, April 16, Tom has cut back overhanging greenery and grass on both sides of the trail and he has filled all holes on the walkway path. There is no noticeable poison ivy along the trail. Tom will return in three or four weeks to re-cut. THANK YOU TOM!

Water Quality (Lauren Ingram - Chairperson)

- UGI and PPL Final Report - Lauren reviewed the report from UGI and PPL regarding the Brown field site. The owner has been sent a consent order from the DEP to clean up the site. They also performed a study of ground water that showed that the Letort was not receiving ground water from there. There's also a deed restriction so that no one can drill wells on the property.
- Anne Barrett, from the Nature Conservancy, met with Lauren to discuss the actions of ALLARM and the LRA. The Nature Conservancy has been meeting with Trout Unlimited and property owners along the Letort to try to get easements. Lauren suggested to Ms. Barrett that she call and get put on our meeting agenda to give a presentation on what they're planning.

Jim expressed a concern about having someone from out of town question the property owners along the stream. Someone from out of town could sour the property owners and decrease our chances of success somewhere down the line at acquiring an easement.

- Keith announced that Co-Energy would like to have someone speak at our next meeting and give a presentation showing what they are attempting to do with putting water into the storm drains, which eventually goes into the Letort. This is water that has gone through the heating and cooling of the heat pumps. DEP is requiring them to work with the LRA and they are interested in getting our opinion on their process. This water is currently being emptied into the sanitary sewer.

Project Review - (Erich Messerschmidt – Chairperson)

- Holly Pike Animal Hospital - Final Minor Land Development Plan – No Comments
- Lot #7 Carlisle Crossing – Final Minor Land Development Plan – No Comments
- Lot #8 Carlisle Crossing – Final Minor Land Development Plan – No Comments
- LeTort Meadows – Preliminary Subdivision and LD Plan – They provided documentation, which was previously requested, indicating the location of their infiltration tests.
- Limestone Creek – Received revised plans for review – Steve Tiley dropped off a revised set of plans for review. The original set of plans called for individual homes to have individual infiltration pits with each unit. Going through the DEP process and the new guidelines, they are enlarging the overall infiltration facilities. Brian will review these plans and report at next meeting.
- Douglas Kiehl Subdivision Plan – Brian sent a letter asking the township to forward a more complete set of plans for review.

Long Range Planning - (Chris Houston – Chairperson)

- *Retreat* – Community Outreach Action Plan - Lauren reported that the "Friends of Letort" meeting was very successful with approximately 35 people in attendance. She has established a mailing list of attendees and interested parties to use for announcements of future meetings. The next meeting is set for next Thursday, April 27<sup>th</sup> at the Carlisle Community Center to prioritize the issues and concerns of the group. Topics of discussion were: concerns about the Letort and the land along the Letort, ideas of what the "Friends of Letort" would do and the purpose and goals of this group.
- *Retreat* - Trail Improvement / Trail Expansion / Concise Corridor Master Plan -
- *Retreat* – Educational Activities – No report

Public Relations / History – (Dick Darr – Chairperson) - No report

Public Comments - No comments

**OLD BUSINESS** -

- Cumberland County Land Partnerships Grant Application
  - **Multi Jurisdictional Planning / Master Plan Grant** – Brian reported – Fischbach Morgan & Associates, pulled together a scope of work and forwarded to Chris which included a project man hour worksheet. The total estimated was \$51,217, which includes approximately \$2,600 of project expenses and \$49,000 labor. With this scope, we have all four municipalities on board with their support. Chris prepared a cooperation agreement, which was provided to all four municipalities. To date, the only municipality to return a signed cooperation agreement has been Middlesex Township.

Chris stated, according to Ed Schorpp, the solicitor for the Borough, he has not authorized the Borough to execute these cooperation agreements. Ed independently checked with the county and they said as long as municipalities are on board with this, that we don't technically have to have a signed cooperation agreement. Only when the grant is in place will Ed authorize the Borough to sign.

Brian stated, even though Middlesex has returned their copy signed, he got a letter from Keith Brenneman saying that he has reviewed the agreement, in his capacity as solicitor for Middlesex Township. Given that the cooperation agreement is among an authority and other municipalities, he believes that in order to be properly approved, each party to the cooperation agreement that is a municipality must approve the agreement by an ordinance.

Jim stated that he felt it was odd that we would have to get modifications or have an ordinance developed. If we, as an authority, can solicit funds from all five municipalities individually and our relationship with each municipality is independent from all of the others, why would we need ordinances in all five municipalities to get an agreement for this proposal?

John will review the laws as to whether municipalities require an ordinance.

As soon as Brian is satisfied with the scope, he will meet with Chris to review the final application.

- **Implementation / Trail Improvement Grant** – Nothing has changed since the last meeting except Brian received letters of support.

The original cost estimate of \$62,500 has been decreased due to the change to wood chips instead of stone dust.

Brian reported that South Middleton Township would donate \$5,000 worth of in-kind labor. They have a machine that can go through and take down small trees.

The Borough has also agreed to donate \$5,000 worth of in-kind services. They will go out with chain saws to make the area accessible for South Middleton to come in and do the heavy work.

Brian received a letter from the school district contributing \$4,000 worth of labor.

We have \$14,000 of match with these three contributions.

Total budget planned is \$46,300. Our cash match will be \$5,250, plus in-kind services in addition to the \$14,000 contributed by South Middleton, Carlisle Borough, and the school district. The LRA would assist in the planting of seedlings behind the garage for \$600, construction stake out and construction administration would be done in-kind by the LRA amounting to \$3,300, giving a total of cash and in-kind of \$23,150. This is a 50/50 match grant, so the actual grant request would be \$23,150.

Chris advised that, in regard to these applications, the Borough would be sending a letter to the county requesting that their priority would be to have the grant application to the community pool to be top priority. South Middleton is also doing the same. Chris talked to the county planner and he said that those letters would not carry much weight and that the applications would be reviewed independently to determine where the funding would be granted.

Jim made a motion to have both grant applications submitted for consideration. Dave seconded the motion, and the motion carried.

- Building Committee – Chris will advise the Borough that we cannot afford to accept their offer of using the Jaycee building at this time. We will reconsider after we see if we get grant approval(s) and we re-evaluate our budget.

**NEW BUSINESS** –

Jim spoke with Herb Weigle from the Cold Spring Angler's Fly Shop. Herb expressed a strong interest to be considered for the Middlesex Representative for the LRA. Jim will let Herb know that there is an opening and he will ask him to contact the township office to express his interest. Brian will also contact the Middlesex township office to tell them that the LRA would welcome Herb as their representative.

Brian reminded the group that we are an operating authority, and as such, he suggested as a possible avenue of revenue we could incorporate a users fee.

John will review the laws to confirm that we are able to charge a fee.

Search for Executive Director

Jim reported that to date, the search committee has received 4 resumes. All four candidates were qualified. Two candidates were interviewed but felt that more time demands were needed than they were willing to give and, subsequently, withdrew. The remaining two candidates expressed an interest for a full-time position, one lives in Gettysburg, and one lives in Harrisburg. While their resumes seemed to be compatible to the position, there is a concern about the long-term travel for a modest demand on their time.

Brian submitted a proposal from Fischbach Morgan. His proposal is: instead of hiring an executive director as in the past, Brian proposes that we retain an engineering firm. The firm of Fischbach Morgan would provide the same services as our executive director, except we would pay a monthly retainer of \$460. Fischbach Morgan would charge us \$85 per plan review. The fees for the plan review would be assessed to the developer at the time of submittal to the authority and municipality. This would require a change to the authority's procedures and notification to participating municipalities. Brian would tutor Chris Nenner, who would tag along to several meetings. Brian would handle the plan review. Chris would handle the nature trail clearing, the trail clean up, sending e-mails, etc. Chris would also accompany Brian for public speaking and presentations.

Jim made a motion to have the LRA enter into a one-year contract with Fischbach Morgan under the conditions presented in the written proposal dated March 21, 2006 to Chairperson, Shirley Ruhl. Dave seconded the motion, and the motion carried.

John will research the matter of the LRA imposing plan review fees to be paid by developers directly to the LRA. Brian will pull fee schedules for plan reviews for our review. Brian felt that the LRA Review Committee could review the minor plans and his firm would review the more detailed plans.

**ADDITIONAL AGENDA -**

Dave made a motion to adjourn the meeting; Dick seconded the motion - the motion carried. The meeting adjourned at 8:53 p.m.

**NEXT MEETING -**

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, May 18, 2006 at 7:00 p.m. to be held at the Carlisle Community Center in Carlisle, PA.

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5-18-06  
Date Adopted

*Dave Baric*  
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Dave Baric, Secretary

Prepared by: Kathy L. Russell, Recording Secretary