

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
June 15, 2006

The meeting was held on Thursday, June 15, 2006 at the Carlisle Community Center. Chris Houston called the meeting to order at 7:00 p.m.

ATTENDANCE

Members Present: Mr. Keith Bailey, Mr. Richard Darr, Mr. John Greenbaum, Mr. Chris Houston, Ms. Lauren Imgrund, Mr. Erich Messerschmidt, Mr. James Richenderfer, Ms. Shirley Ruhl, Mr. Tom Stenehjerm, and Mr. Herb Weigl.

Members Absent: Mr. David Baric

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

Staff Absent: None

APPROVAL OF MINUTES – Dick made a motion to approve the minutes from the May 18, 2006 meeting with revisions; Erich seconded the motion - the motion carried.

PRESENTATIONS

STAFF REPORTS:

Solicitor - No report

Administrative - With Shirley's departure, Chris H. has ascended into the Chairman position leaving the Vice Chair position vacant. Jim made a motion to nominate Dick Dar as the new Vice Chair for the remainder of 2006. Herb seconded the motion, and the motion carried.

Chris H. read a letter of resignation and thank you from Shirley Ruhl to the board dated 6/10/06.

Brian will follow up with the North Middleton Township to ask them to contact Tom Colesmith to replace Shirley as North Middleton's representative on the LRA Board.

Tom submitted the June '06 bills for payment:

<u>Receipts</u> -	\$0.0
<u>May 2006 – Bills Requiring Approval:</u>	
Brian L. Fischbach -- Executive Director services and expenses	\$496.20
Kathy Russell (Recording Secretary)	\$ 90.00
Sprint	\$ 33.31
Petty Cash Reimbursement (LeTort Day)	\$ 5.68
Reimbursement to Tom Stenehjerm for Nature Trail Maintenance.....	\$36.72
Broujos & Gilroy	<u>\$170.00</u>
TOTAL bills requiring approval	\$831.94

Jim made a motion to approve payment of the expenses for June; Dick seconded the motion and the motion carried.

Treasurer's Report:

Tom 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 \$100.00; add transfer from Savings (June bills) +\$831.91; minus payment of approved bills (June) - \$831.91 – Leaving a balance of \$100.00

Savings Account: The beginning balance is \$25.00; no change; leaving a closing balance of \$25.00.

Money Mgmt. - Growing Greener (Grant) Account: Beginning balance is \$22,825.72; add interest for May '06 (1.75% annum) +34.22; transfer to Checking Account -\$831.91; leaving a closing balance of \$22,028.03.

GRAND TOTAL: \$22,153.03

COMMITTEE REPORTS

Finance / Budget – Tom made the following corrections to the budget:

January – Add \$7.20 for office Supplies (Tax Forms for 2005)
March – Add \$26.32 for interest
May – Add \$34.22 for interest
June – Add \$32.73 under Nature Trail (Mower blade destroyed / replaced)
Add \$3.99 under Nature Trail (Gas – June 9, 2006)

Also add \$170.00 under legal easements contracts

Easement & Nature Trail (Jim Richenderfer – Chairperson)

- Keystone Arms Easement / Property – Chris H. read an e-mail he received from Dave Baric. Dave spoke with Charlie Courtney, the attorney for the developer, he indicated that he is working on a proposed agreement along the lines as previously discussed, i.e. a temporary easement which would convert to fee ownership at the conclusion of the build out period. Dave will have a proposal to bring to the authority in July.
- Willow Crossing Condominium Association – Dick has a call into Sue at Mike Adler's office. He'll report back at next month's meeting.
- Tom and Erich spent 10 hours on 5/19/06 and 5 additional hours on 6/9/06 cutting and grooming the trail. Tom and Erich will continue to do the work, but would like reimbursement for their services. They submitted a Maintenance Proposal for work on the trail. Jim commented that he visited the trail in May and he's never seen the trail look better. The funds for this proposal could come out of the \$1,000 budgeted for Nature Trail.

The **Maintenance Proposal** submitted by Erich & Tom is as follows:

Approximately Every Three Weeks	
Erich and Tom (Time)	\$100.00
Use of Tom's tractor	\$ 50.00
46" cut – includes gas	
TOTAL	\$150.00

Lauren made a motion to accept Erich & Tom's maintenance proposal; Jim seconded the motion, and the motion carried.

Chris thanked Erich and Tom for taking the time to do this work. It is very much appreciated.

Water Quality (Lauren Ingram - Chairperson) – Lauren supplied Keith with water quality data summary.

Project Review - (Erich Messerschmidt – Chairperson)

- Walnut Bottom Radiology – Erich commented that they should add a note that a geotechnical engineer be consulted regarding sinkholes.
- RW Associates – McCoy Business - Erich commented that the storm water management report resolved and corrected the retention basin issues.
- John Greenbaum submitted a draft letter outlining the LRA's plan review fee. After some discussion and a few modifications, it was decided to go with a flat fee of \$100. John will make the revisions to his letter and prepare a final version. A watershed map will also be included with this letter.

Subject to the review and approval of the solicitor, Lauren made a motion that the LRA send the a letter to the supervisors of the various municipalities advising them of the \$100 charge for plan review services; Jim seconded the motion; and the motion carried.

Long Range Planning - (Chris Houston – Chairperson)

- Friends of LeTort - Lauren reported that there was a meeting held on June 8 with 10 people in attendance. One of the things decided at this meeting was that they are going to work on a promotion of the trail and the stream itself potentially in the fall. They'd like to have a small festival "LeTort Day" where they would have different presentations and booths and provide walks along the trail. At the next meeting (Monday, July 10 at 6:30 p.m. at LeTort Park), they will walk the trail and talk about potential segments for "adopt a trail", which would be primarily related to trash pickup and also discuss adding signs along the trail. Providing a membership brochure and development of a logo for the Friends group was also discussed.

A summer intern working with Lauren is researching the history of the Letort.

- Educational Activities – Jim is enthusiastically continuing to work on his presentation.

Public Relations / History – (Dick Darr – Chairperson) - NONE

Public Comments - NONE

OLD BUSINESS -

- Cumberland County Land Partnerships Grant Application - We should hear by June 29th whether our application was granted.
- Building Committee – Chris spoke with Fred Beam. He said they have another group who may be interested in the acquiring the Jaycees building. We may possibly share the building facilities with this other group. This matter is still up in the air.

NEW BUSINESS –

- Tom reported on the interest rates from the bank for CDs:

Two or three years ago we received approval to convert some of our savings into CDs. At the beginning of the budget year, uncommitted funds in our savings account were \$6,632.23. Tom showed examples of interest rates for both 9-month / no penalty CDs and 11 month / penalty for early withdrawal CDs. Discussions were held regarding our various options for investing.

Dick made a motion to authorize Tom to take \$6,500 and invest in thirteen (13) \$500 each 11-month early penalty withdraw CDs and take \$10,000 out of the savings to purchase two (2) \$5,000 each 9-month no penalty CDs. Herb seconded the motion, and the motion carried.

- Brian will send an e-mail to the various municipalities to kindly remind them to make their yearly contribution to the LRA.
- Brian has sent e-mail to the municipalities and all interested individuals advising them that the LRA meeting minutes, budget report, and agenda have all been added to our webpage and can be accessed electronically.
- Jim received a call from Lance Percival who is working with the Nature Conservancy and the Central Pennsylvania Conservancy. They are trying to come up with additional easements or additional purchases along the LeTort. Lance requested a copy of the compilation of the easements held by the LRA.

Chris H. said this document is a matter of public record and suggested that if they want to pay for the duplication, we would supply it to them.

Jim will contact Lance and strongly encourage the conservancy groups to include us in their easement discussions and invite them to attend a future LRA meeting.

ADDITIONAL AGENDA -

Tom made a motion to adjourn the meeting; Erich seconded the motion - the motion carried. The meeting adjourned at 8:27 p. m.

NEXT MEETING -

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, July 20, 2006 at 7:00 p.m. to be held at the Carlisle Community Center in Carlisle, PA.

Date Adopted

Dave Baric, Secretary

Prepared by: Kathy L. Russell, Recording Secretary