

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
July 20, 2006

The meeting was held on Thursday, July 20, 2006 at the Carlisle Community Center. Chris Houston called the meeting to order at 7:02 p.m.

ATTENDANCE

Members Present: Mr. Keith Bailey, Mr. David Baric, Mr. Chris Houston, Mr. Erich Messerschmidt, Mr. James Richenderfer, Mr. Tom Stenehjem, and Mr. Herb Weigl.

Members Absent: Mr. Richard Darr, Mr. John Greenbaum, and Ms. Lauren Imgrund

Staff Present: Mr. Chris Nenninger, and Ms. Kathy Russell

Staff Absent: Mr. John Broujos and Mr. Brian Fischbach

APPROVAL OF MINUTES – Erich made a motion to approve the minutes from the June 15, 2006 meeting with revisions; Jim seconded the motion - the motion carried.

PRESENTATIONS

STAFF REPORTS:

Solicitor - No report

Administrative - Chris N. received a letter addressed to the board from Smith, Elliott, Kearns & Co., with regard to last year's audit. A copy of the letter was distributed to members for their review. Chris N. will complete an audit notice form and deliver it to John B. for entry into the local newspaper.

Chris N. will follow up with the North Middleton Township to ask them to contact Tom Colestock to see if he's interested in replacing Shirley as North Middleton's representative on the LRA Board.

Chris H. requested that "acceptance of the audit" be placed as an agenda item for the August meeting.

Tom submitted the July '06 bills for payment:

<u>Receipts</u> – South Middleton Township – 2006 donation	\$5,000.00
<u>July 2006 – Bills Requiring Approval:</u>	
Brian L. Fischbach -- Executive Director services and expenses	\$479.15
Kathy Russell (Recording Secretary)	\$ 90.00
Sprint	\$ 33.31
ALLARM (water sampling testing).....	\$1,400.00
Erich Messerschmidt – Trail Maintenance	\$50.00
Tom Stenehjem – Trail Maintenance	\$100.00
TOTAL bills requiring approval	\$2,152.46

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

Treasurer's Report:

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

Petty Cash: Balance of \$0

Checking Account: Beginning balance of \$100.00; add transfer from Savings (July bills) +\$2,152.46; minus payment of approved bills (July) - \$2,152.46 – 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 \$5,528.03; add interest for June '06 (1.75% annum) +20.26; transfer to Checking Account -\$2,152.46; leaving a closing balance of \$3,395.83.

Certificates of Deposit

9 month – no penalty @ 3.25% - 2 X \$5,000.00 = \$10,000, plus Interest for June '06 +\$13.16, leaving a balance of \$10,013.16
11 month – w/penalty @ 5.15% - 13 X \$500.00 = \$6,500.00, plus interest for June '06 +\$13.39, leaving a balance of \$6,513.39

GRAND TOTAL: \$25,047.38

COMMITTEE REPORTS

Finance / Budget –

Tom made the following corrections to the budget:

- Under Interest:
 - o The month of April should be changed from \$40.22 to \$33.96; and
 - o The interest for the month of June should be changed from \$39.60 to \$46.81.

Chris H. had several revisions to the budget as follows:

- Under Nature Trail Projects / Trail Projects:
 - o Change \$19,000.00 to \$51,217.00 (\$45,717.00 from the county, +\$2,000.00 from the Borough, +\$3,500.00 from LRA);
 - o The total "Total Projects" increases from \$40,300.00 to \$73,017.00; and
 - o The 2006 Budget/Monthly Expenditures increases from \$57,776.00 to \$90,493.00.
- Under Other Appropriations/Grants:
 - o Cumberland County Land Partnerships Grant – change \$12,500.00 to \$45,717.00;
 - o Add - Borough of Carlisle \$2,000.00 for Master Trail Plan as an additional receipt; and
 - o LeTort Regional Authority Reserve – change from \$15,454.00 to \$12,964.00.

Tom will revise the budget to reflect these modifications and re-distribute an updated budget at the next meeting.

Easement & Nature Trail (Jim Richenderfer – Chairperson)

- Keystone Arms Easement / Property – Dave left several phone messages and sent e-mails – we're waiting for a response.
- Willow Crossing Condominium Association – Jim reported that Dick has been in contact with Sue at Mike Adler's office, but we haven't been getting on their meeting agenda.
- The Nature Trail – Tom will check the trail around August 4 to determine if it needs to be cut again. Tom and Erich were asked to cut a new entryway downstream from the Lamberton School in the area of the drainage culvert.
- The county did not approve the LeTort Nature Trail Improvement Grant application, which we submitted. Chris H. stated that the application had a cost estimate, which included In-Kind Contributions. Although we didn't receive the grant, we should still take advantage of the in-kind contributions from the Borough of Carlisle, South Middleton Township, and the Carlisle Area School District. Chris H. suggested that the Nature Trail Committee take a look at the \$14,000.00 worth of in-kind contributions within the next few months to come up with some recommendations as to what we can accomplish utilizing these contributions.

Water Quality (Lauren Ingram - Chairperson) – Lauren e-mailed Brian a water quality report for the month. Chris N. distributed a copy of the report to members.

Project Review - (Erich Messerschmidt – Chairperson)

- Douglas C. & Jane A. Kiehl – Land Development Plan – Several comments were given
- Forgedale Crossing Section 7 – Final Subdivision Plan – No comments
- Traditions of America (Anderson) – Preliminary / Final Subdivision Plan – Several comments were given
- Redevelopment Authority – Preliminary / Final Subdivision Plan – No comments
- Rite Aid Corporation – Final Minor Subdivision / Land Development Plan – Several comments were given

All five plans along with Erich's comments were given to Chris N. for additional review and comment from Fischbach & Morgan.

Long Range Planning - (Chris Houston – Chairperson)

- Friends of LeTort - At the July 10th meeting, they walked the trail, recommended signage along the trail, and discussed scheduling a "Friends of LeTort Day". The next meeting is scheduled for August 7 at 7:00 p.m.
- 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 - Chris H. reported that we have officially been awarded \$45,717.00 for the Master Trail Plan. There is still an issue as to whether we need to enter into a cooperation agreement with each of the supporting municipalities or whether we can just have a grant agreement between the county and the LRA. Chris H. spoke with Kurt Stoner, who is the Director of the Planning Commission, and he said they're waiting for word from the county solicitor on which way he's going to go.

Jim made a motion to authorize the chairman to execute a grant agreement with the county for \$45,717.00, or in the alternative, execution of cooperation agreements with the supporting municipalities for \$45,717.00, so that we can keep things moving. Dave seconded the motion and the motion carried.

There is a match component to the grant. The match from LRA was \$3,500.00. The match from the Carlisle Borough was \$2,000.00. The Borough was willing to contribute if we incorporated into the Master Trail Plan linking their parks. The next step, once a grant agreement is in place, is to seek proposals from firms who would actually perform the work. Fischbach Morgan will draft a Request for Proposal, and Jim has agreed to review the RFP. The RFP document should be finalized by the August meeting.

On behalf of the LRA board members, Jim expressed our thank you to all who worked on the grant applications, which ultimately resulted in a grant awarded to us for \$45,717.00.

- Building Committee – Chris H. spoke with Fred Beam. They're still waiting for the other proposal from another group on the old Jaycees building. Our proposal and their proposal will be submitted to the borough council to decide how to proceed. It may end up being a situation where we could possibly share the space, but it hasn't yet been resolved.

NEW BUSINESS –

- John Broujos has been hospitalized again. We want to express our concern and send him our best wishes for a speedy recovery.
- Jim spoke with Lance Percival regarding his request for a copy of the LRA's easements. Jim passed on our decision made at last month's meeting that we would be willing to make a copy but we would charge them for the copies. Lance will relay this information on and will get back to us.
- Chris H. received a letter from the county commissioners with a copy of the newly adopted Open Space Preservation Plan.

ADDITIONAL AGENDA -

Tom made a motion to adjourn the meeting; Jim seconded the motion - the motion carried. The meeting adjourned at 7:48 p. m.

NEXT MEETING -

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, August 17, 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