

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
August 17, 2006

The meeting was held on Thursday, August 17, 2006 at the Carlisle Community Center. Chris Houston called the meeting to order at 6:58 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, Mr. Tom Stenehjerm, and Mr. Herb Weigl.

Members Absent: Mr. David Baric

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

Staff Absent: Mr. Brian Fischbach

APPROVAL OF MINUTES – Erich made a motion to approve the minutes from the July 20, 2006 meeting with one revision; Tom seconded the motion - the motion carried.

PRESENTATIONS - David Sheridan, a civil engineer and developer with Sustainable Community Development Company, introduced himself to the group giving a little personal background and a preliminary view of the South Bedford Street Project. Several drawings on his proposal were displayed for review. Dave is interested in residential, high-energy efficiency, and green building development in Central Pennsylvania. He wanted to get our questions and potential concerns back to his development team to try to work out before he goes to the borough. OPA will be the architects for this project.

Dave will perform a hydraulic study to determine if the development will cause backwater conditions and flooding. In addition to the residences, he plans to do a certain amount of stream enhancement to provide an esthetic improvement to the area. He'd also like to get a trail along the plot with a footbridge across the Mully Grub, potentially connecting the ball fields with Cemetery Avenue.

The plans are still up in the air, but Dave suspects the development will be dominated by two-story 1,200 to 1,400 square foot size units. He's aiming for approximately 20 units with pricing in the mid \$100,000 price-range with at least 50% better than code energy performance for the units. Some ideas for storm water management include storage of storm water in the courtyard and letting it seep out. He hopes to be 18-24 inches above the 100-year flood. He feels with the climate change that flooding is only going to get worse and he wants to be well above the recorded 100-year flood line, which would involve adding 4' to 5' of fill and a retaining wall. He'd like to provide a community space on the north side between the two buildings including a lot of pervious material in the courtyard, parking pads to allow for seepage. The units will not have basements, except for the management building. A condominium association will be established to manage units.

Dave will return to another LRA meeting in a few months with a formal presentation.

STAFF REPORTS:

Solicitor - No report

Administrative -

Chris N. reported that Brian Fischbach spoke to the North Middleton Township manager about Tom Colestock being appointed as their township's representative to the LRA. They want to wait for the supervisors to speak with Tom C. before he's appointed. Bob Shearer from North Middleton asked Tom S. to contact Tom Colestock to give him some of our literature and fill him in on what the authority does. Tom S. will be contacting him in the near future to meet for coffee and discuss the LRA.

Chris H. asked Chris N. to check to see if the letters for implementation of the fee schedules have been sent out to the municipalities. Chris N. will check on it and report back at the next meeting.

Chris N. made copies of the LRA's by-laws and distributed them to the members.

Tom submitted the August bills as follows:

<u>August 2006 – Bills Requiring Approval:</u>	
Fischbach Morgan & Associates, LLC	\$493.71
Kathy Russell (Recording Secretary)	\$ 90.00
Sprint	\$ 33.23
SEK & Co (Audit)	\$1,750.00
Erich Messerschmidt – Trail Maintenance	\$50.00
Tom Stenehjerm – Trail Maintenance	<u>\$100.00</u>
TOTAL bills requiring approval	<u>\$2,516.94</u>

Jim made a motion to approve payment of the expenses for August; Erich 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 (August bills) +\$2,516.94; minus payment of approved bills (August) - \$2,516.94 – 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 \$3,395.83; add appropriation – South Middleton Twp. +\$5,000.00; add interest for July '06 (1.75% annum) +10.47; transfer to Checking Account -\$2,516.94; leaving a closing balance of \$5,889.36.

Certificates of Deposit

9 month – no penalty @ 3.25% - 2 X \$5,000.00 / Previous month balance = \$10,013.16; add interest for July '06 +\$27.22; leaving a closing balance of \$10,040.38.

11 month – w/penalty @ 5.15% - 13 X \$500.00 = \$6,500.00 / Previous month balance = \$6,513.39; add interest for July '06 +\$27.82, leaving a closing balance of \$6,541.21

GRAND TOTAL: \$22,595.95

Thanks to Tom's efforts in researching the CD issue, the interest we had received in January was \$18.32 and now we're getting \$65.51 in interest. Thanks Tom!

COMMITTEE REPORTS

Finance / Budget – Tom distributed a revised budget. Down the 2006 column is the changes that were made and verified with the receipt of the grant. The bottom total for the appropriations and expenses is \$90,493.00 and the Letort reserve is being reduced from \$15,464.00 to \$12, 964.00.00. The interest as indicated for April, June, and July was also updated.

Erich made a motion to accept the amended budget as presented. Herb seconded the motion and the motion carried.

Easement & Nature Trail (Jim Richenderfer – Chairperson)

- **Keystone Arms Easement / Property** – Nothing new to report. The ball is in the court of the attorney representing Keystone Arms.
- **Willow Crossing Condominium Assoc.** – Nothing new. Dick reported that the association couldn't get enough interested people to hold a meeting.

Tom stated that he doesn't think we need to be concerned with poison ivy along the trail, but we should be concerned with the stinging nettles. He and Erich have tried to angle the brush back from the trail so that people walking with their dogs aren't so susceptible to the stinging nettles.

Chris H. reminded the Nature Trail Committee that they need to review the \$14,000 of in-kind contributions offered to come up with a recommendation on how these contributions can be utilized. We need to start the process with the municipalities if the work is going to be performed over the winter months.

Tom and Erich cut a new means of entry into the trail behind Lamberton School. They felt this work was outside the approval of the maintenance budget. They offered to donate their time of 2.9 hours of diligent work cutting the new entryway. However, Jim made a motion to pay Tom and Erich \$50.00 each for this trail improvement work; Dick seconded the motion and the motion carried.

Lauren reported that when they did the trail walk with the "Friends of LeTort" group, they asked Brian to talk to the borough to see if they would mow the trail along the two ball fields by the Mully Grub. Chris N. will check with Brian to see if he's talked to the borough.

The Friends of LeTort have been talking about trying to do some new signs along the trail. Lauren had a student do a history research on the trail in planning for adding signs.

The Cora Brooks Foundation is a small foundation out of Philadelphia who likes to give anonymous contributions. They contacted ALLARM because they had received ALLARM's newsletter and they're interested in expanding their contributions to the Susquehanna draining. They give out small grants of \$5,000- \$15,000.00 for things such as trail signs. Their first deadline is September 1, but they meet twice a year. Lauren thinks it would be pretty easy to get a grant from them. They requested a list of all groups associated with ALLARM and Lauren gave them a list including the LeTort Regional Authority. Erich made a recommendation to have Lauren request an application for this grant on behalf of the LRA.

Water Quality (Lauren Imgrund - Chairperson) – Lauren reported that the engineers working with the Pennsylvania Turnpike Commission contacted ALLARM again. They're completely rebuilding the turnpike from Blue Mountain to Carlisle. In the process, they're going to destroy streams and wet lands. They're looking for stream restoration projects to compensate for that destruction. Lauren sent them an e-mail with a few suggestions on the LeTort. One suggestion was to work on the Mully Grub. Another area she mentioned was under Route 81 Bridge on the trail, that maybe they could do something about the erosion at this area. Lauren is waiting to hear back from them.

Project Review - (Erich Messerschmidt – Chairperson) – There were no projects for review in August

Long Range Planning - (Chris Houston – Chairperson) –

- **Friends of Letort** – Lauren reported that Herb, Lauren, and Herb's wife were the only ones in attendance at the last meeting. Lori contacted a graphic artist who did a draft logo for the group. Lauren will follow up and set up another meeting for September to see if we can get more folks interested.
- **Educational Activities** – One of the slides Jim wants to work on is a brief history of the LeTort. Lauren will make sure that Jim gets a copy of the report done by one of her students. There appears to be some discrepancy between our pamphlet and the student's report.

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

Public Comments - None

OLD BUSINESS -

- **Cumberland County Land Partnerships Grant Application** - The grant has been approved by the Cumberland County Board of Commissioners.
- **Building Committee** – Chris H. hasn't heard anything from the Carlisle Borough.

NEW BUSINESS –

- **Letter to municipalities for Steering Committee** - Chris H and Chris N. met with Stephanie Williams, the coordinator of the grant program. They discussed the formation of a Steering Committee, which would include a representative from each of the supporting municipalities, along with a representative of the LRA. This committee would review and sign off on the RFP, which would then be utilized for purposes of securing the firm that would perform the work. The municipalities have to actually adopt the plan that will be finalized. The way this program works is, they pay 50% upfront, but the balance will only be paid if each of the municipalities adopts the plan

Chris H. gave John B. the Ordinance for his review and comment, which would authorize the Letort Regional Authority to enter into an Intergovernmental Cooperation Agreement for participation in the Cumberland County Land Partnerships Grant Program. Chris H. also asked John B. to prepare an advertisement to submit to the newspaper indicating that we plan to act on this at our September meeting.

A letter has been drafted under Chris H.'s signature to go out to each of the municipal managers asking them to sit down and review the documents and to have them come up with a representative to serve on the Steering Committee. Chris H. distributed a copy of the ordinance for our review.

Intergovernmental Cooperation Law provides that we have to enact an ordinance, which authorizes us to enter into an Intergovernmental Cooperation Agreement between the county and us. There is a sub-contract for the actual grant itself. After the adoption, we would then sign the Intergovernmental Cooperation Agreement between the County Commissioners and us and then sign the sub-contract with the receipt of the grant. We then have two year – until September 2008 - to spend the money.

Jim asked if there was a way of forming the Steering Committee such that each member of the hosted municipality has the ability to speak for that municipality. Chris H. said he would be asking for someone who is authorized to sign off on the RFP without having to go back to each municipality to approve.

Chris H. asked for a volunteer to serve as the LRA's representative on the Steering Committee. If you're interested, let Chris H. know.

- **Draft RFP** – Not yet finalized - DC&R language must be added to the RFP.

ADDITIONAL AGENDA - John B. will place the ad for the audit. The approval of the audit will be placed on the agenda for the September meeting.

Tom made a motion to adjourn the meeting; Jim seconded the motion - the motion carried. The meeting adjourned at 8:10 p. m.

NEXT MEETING -

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, September 21, 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