

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
December 21, 2006

The meeting was held on Thursday, December 21, 2006 at the Carlisle Community Center. Chris Houston called the meeting to order at 7:00 p.m.

ATTENDANCE

Members Present: Keith Bailey, David Baric, Tom Colestock, Richard Darr, John Greenbaum, Chris Houston, Lauren Imgrund, Erich Messerschmidt, James Richenderfer, Tom Stenehjem, and Herb Weigl

Members Absent: None

Staff Present: Brian Fischbach, Chris Nenninger, and Kathy Russell

Staff Absent: John Broujos

APPROVAL OF MINUTES

Tom S. made a motion to approve the November 16, 2006 minutes as revised, Jim seconded the motion, and the motion carried.

PRESENTATIONS

Ed Black, with H. Edward Black & Associates out of Harrisburg, gave a presentation on a track of land located along the Mount Holly Pike (consisting of the Rhodes tract of approx. 68 acres, and the Morrison tract consisting of approx. 100 acres giving a total of 168 acres currently owned by the Hempt family). This residential development proposal has not yet been presented to the South Middleton Township. They are seeking input from the LRA before they precede any further with the concept. Mr. Black stated that this property is currently located in an Ag Conservation Zone, which does not allow this type of development, but they plan to request a rezone from the township. If the township allows this plan, it will require rezone. Based on the residential moderate density zone, it would require a minimum of 15,000 sq. ft. for each single-family lot. They'd like to develop a green space development whereby the steep slopes and the adjacent areas would be worked into common green space areas. Mr. Black stated that the rear of the closest building is about 300 feet from the LeTort Spring Run. This land is currently farmland. In the Ag district, under the present zoning, they could do 18 single-family homes on a 168 lots. With the proposed new zoning, there would be 200 lots. They are also proposing to bring public water and sewer to this development. The area along the stream could be incorporated as an accessible footpath made available to expand on the existing nature trail. Mr. Black inquired as to whether the LRA would be interested in maintaining the area between the stream and the development. Mr. Black fielded several questions posed by board members and will relay the LRA comments back to his client.

Bob Thompson with TU was on the meeting agenda. Chris H. reported that Bob called him and indicated that TU is preparing to organize a workday this spring to clear out the overgrowth of plant vegetative matter in the stream. Chris suggested that this would be a perfect project for the "Friends" group and he encouraged Bob to make a presentation to the board, however, Bob did not attend the meeting.

Erich made a recommendation for cleaning the stream. Down stream of the I81, within the first 150 yards, there are at least a half a dozen 55-gallon barrels in the stream. Dick explained that Charlie Fox placed the barrels there years ago as an experiment to try to provide cover and protection for trout. The barrels are getting silted in and rusting and should probably be removed. Jim said he tried to remove them several years ago, but because of the rust, they are hard to remove.

Chris introduced and welcomed a visitor, Eric Klinedinst, to our meeting. Eric is leading the charge for the downtown farmers market and is interested in the Letort and nature trails and would be a wonderful addition to the "Friends" group.

STAFF REPORTS:

Solicitor - Chris H. reported that John B. had quadruple by-pass surgery 3 weeks ago. He is now recovering at home. John called Chris and indicated verbally that he was resigning as solicitor for the LRA. Erich made a recommendation that we send John a letter accepting his resignation with regrets and thanking him for his service.

Chris also had a discussion with Hubert Gilroy who will be going with another firm – Martson, Deardorf, Williams, and Otto. Hubert is willing to continue, if we so choose, as a solicitor for the authority. If he would be asked to serve as solicitor, he would not be asking for a retainer. He would not attend the monthly meetings unless we wanted him to come to the meetings, and he would just charge for any work that he would perform. There would potentially be conflicts with Mr. Gilroy's representation since he represents a number of authorities and municipalities. Chris H. will contact John Cox to see if he is interested in becoming our solicitor.

Brian will advertise the monthly meeting schedule for 2007 and the annual meeting in January.

Administrative -

- **LRA Nature Trail E & S Plan** - Chris N. reported that because of the amount of disturbance and widening of the trail and the amount of improvements we want to do, we are required to do an E & S Plan. Fischbach Morgan & Associates has prepared a proposal for the authority that has been given to Erich M. and Chris H. for review. The proposal to do the work is for \$2,500.00, excluding any out-of-pocket expenses. Dave Baric made a motion to accept the proposal, Lauren seconded the motion, and the motion carried.

- **Cora Brooks Foundation – Grant Application Request** – Lauren reported that we are going to cooperate on this application with Trout Unlimited. Trout Unlimited requested the application and received it. Lauren will contact Mike with TU go get the application. Lauren will work with TU and the Friends Group to have the application submitted before our next meeting. The deadline for submittal is January 10.

Lauren indicated that she received approval from DCNR to continue to serve on the LRA, but she may not be involved in any transactions or any other matters relating to DCNR, including permits, contracts, or grants.

- **Municipal Engineering Services for 2007** – Fischbach Morgan will submit a proposal for execution in January.
- **Recording Secretary Services for 2007** – Kathy Russell has agreed to continue serving as Recording Secretary for 2007.
- **Appointment of Solicitor for 2007** – Discussed previously. Chris H. will contact John Cox. If Mr. Cox says “NO”, John G. will call around to see if he can find someone who may be interested.
- **Appointment of Accountant for 2007** – Tom recommends that we stay with Smith Elliott and Kern.

MONTHLY FINANCIAL STATUS

Approval to Pay Outstanding Bills:

Tom reported on the December 21st memorandum that we paid bills as follows:

December 2006 – Receipts:

North Middleton Township Annual Donation.....	\$3,685.00
Middlesex Township Annual Donation	<u>\$1,750.00</u>
TOTAL receipts	\$5,435.00

December 2006 – Bills Requiring Approval:

Fischbach Morgan & Associates, LLC	\$513.44
Kathy Russell (Recording Secretary)	\$90.00
Embarq (Telephone Service)	<u>\$33.18</u>
TOTAL bills requiring approval	\$636.62

John G. made a motion to approve the December bills, 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; add transfer from Savings (December bills) +\$636.62; minus payment of approved bills (December) - \$636.62. Leaving a closing balance of \$100.00.

Savings Account: The beginning balance is \$25; no change; leaving a closing balance of \$25.

Money Mgmt. - Growing Greener (Grant) Account: Beginning balance (November '06) is \$3,777.09; add interest for November '06 (1.75% annum) +\$6.58; minus transfer to Checking Account -\$636.62 for December bills; leaving a closing balance of \$3,147.05.

Certificates of Deposit

9 month – no penalty @ 3.25% - 2 X \$5,000 / Previous month balance plus interest = \$10,121.58; add interest for November '06 +\$26.62; leaving a closing balance of \$10,148.20.

11 month – w/penalty @ 5.15% - 13 X \$500 = \$6,500.00 / Previous month balance = \$6,624.54; add interest for November '06 +\$27.43, leaving a closing balance of \$6,651.97.

Appropriations Received (Not Deposited):

- North Middleton Twp. (206 Budgeted Appropriation \$2,000.00) - \$3,685.00
- Middlesex Twp. (2006 Budgeted Appropriation \$1,500.00) - \$1,750.00
- Cumberland County (2006 Budgeted Appropriation \$1,762.00) – Not yet received

GRAND TOTAL: \$25,507.22

Brian will send a thank you to North Middleton and Middlesex for their continued financial support to the LRA.

COMMITTEE REPORTS

Finance / Budget – (Chairman, Tom Stenehjem)

2006 Budget

- o Tom announced that we would not be able to close out our 2006 budget until we received the appropriation from the county.

Easement & Nature Trail (Jim Richenderfer – Chairperson)

- *Keystone Arms Easement/Property* – Nothing new to report.
- *Willow Crossing Condominium Association* – Dick reported that the property manager agreed with the easement proposal. LRA will be responsible for any permitting fees, etc. Hubert Gilroy revised and added paragraph 13 to the easement making the requested revision. Dick delivered the revised proposal to the property manager and once their attorney approves it, we are to give them \$2,000.00, which would come out of the \$6,000 in the budget for trails and easements.
- *Trail Improvement Project* –
 - *E & S Plan* - Previously discussed - see comments under Administrative Information above. Chris N. will coordinate dates with the municipalities.

Water Quality (Lauren Imgrund - Chairperson) – No Report

Project Review - (Erich Messerschmidt – Chairperson)

- **Final SC/LD Plan for Excel Inc. (Royer Tract) – HRG, Inc.** - Erich reported that this plan was reviewed previously and he'd like to see the comments that were submitted from the first review. Erich and Jim will review the plan together after the meeting. They are requesting waivers for runoff capture design analysis and water quality design analysis.

Erich requested that Brian pull the old letters from the first review of the Letort Meadows plans.

Tom Colestock expressed his concerns with construction of additional warehouses. Warehouse traffic affects the air quality of Cumberland County and will affect the LeTort Spring. Tom requested that Dr. Phil Carey be given the opportunity to appear before the LRA to discuss details with regard to clean air/pollution issues. Mr. Carey will be added to an upcoming meeting agenda. His presentation shall be limited to a half an hour presentation on his knowledge of the pollution with regard to water quality and vegetation along the LeTort.

Long Range Planning - (Chris Houston – Chairperson)

- **Trail Planning Grant** – Six or seven firms have been solicited to submit a proposal for the Master Trail Planning Grant. They have until Jan. 19 to submit a proposal. We have reformed the steering committee to review the proposals. The county will then recommend a firm and the LRA will ultimately give the final approval.
- **Friends of Letort** – Lauren made a motion to authorize paying a designer up to \$200 for a Friends of Letort logo. Jim seconded the motion and the motion carried. The next Friends meeting will be on January 3, 2007 at 7:00 p.m. at the Community Center. The TU plan will be discussed at the January meeting. Laurie Danko and Andy Parker are interested in doing some invasive species removal.
- **Educational Activities** – Jim will talk with Kevin Spicer as his potential replacement to finish the PowerPoint presentation.

Several meetings ago, Jim assumed the responsibility of trying to find funding for our stream gauge. Jim spoke with the Susquehanna River Basin Commission and DEP, and there is no funding available. Jim will keep reminding them how important this project is.

Public Relations / History – (Dick Darr – Chairperson)

- No Report

Public Comments - None

OLD BUSINESS

- **Plan Review Fees** - South Middletown Township has told us that they're going to modify their fee schedule in January, but they want the LRA to collect the fees.

Middlesex is meeting on December 29th at 7:30 a.m. at a supervisor's workshop meeting. The ordinance is on their agenda. They will send us a copy of the ordinance once it has been accepted.

NEW BUSINESS

- Chris read a letter of resignation that Jim R. submitted to the Board of Commissioners. Jim indicated that Mr. Kevin Spicer is a resident of South Middleton Township and a full-time Science teacher with the Carlisle School District. Kevin would like to be considered as Jim's replacement to his position on the LRA. Chris H. thanked Jim for his service to the LRA and stated that we are sorry to see him go.
- This will also be Dick Darr's last meeting representing the Borough of Carlisle.
- Keith B. suggested that a thank you be sent to the resigning members. A thank you will be sent to John Broujos.

- **Nomination of Officers:** Jim announced the 2007 LRA slate of officer as:
 - Chris Houston – Chairperson
 - Dave Baric – Vice Chairperson
 - Tom Stenehjem – Treasurer
 - Lauren Imgrund – Secretary

These officers will be voted on at the annual meeting in January.

- **Central Pennsylvania Conservancy – Riparian Buffer/Conservation Easement Initiative** – Chris and Eric attended a luncheon at Allenberry where a number of environmental nature groups discussed an initiative where they are trying to list various organizations to go out into the community to encourage property owners who live along waterways to grant conservation easements to the Central PA Conservancy. They talked about focusing on repairing area and agricultural and woodland areas. Chris thought their request was too broad. Chris will respond advising them of the areas where the LRA is seeking easements and let them know that the LRA's focus will be on our own Master Plan.
- **Miriam Crawfoot Award Considerations** – This topic will be added to the January 2007 meeting agenda.
- **List of Representative / Committee Assignments for 2007** – This topic will be added to the January 2007 meeting agenda.

ADDITIONAL AGENDA ITEMS: None

Tom made a motion to adjourn the meeting; Erich seconded the motion - the motion carried. The meeting adjourned at 8:55 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, January 18th, 2007 at 7:00 p.m. to be held at the Carlisle Community Center in Carlisle, PA.

1/18/07
Date Adopted

Dave Baric

Dave Baric, Secretary

Prepared by: Kathy L. Russell