

**LETORT REGIONAL AUTHORITY**  
415 Franklin Street  
Carlisle, PA 17013

**MINUTES OF THE LETORT REGIONAL AUTHORITY**  
February 15, 2007

The meeting was held on Thursday, February 15, 2007 at the Carlisle Community Center. Chris Houston called the meeting to order at 7:07 p.m.

**ATTENDANCE**

*Members Present:* David Baric, Mark Bishop, Tom Colestock, John Greenbaum, Chris Houston, Erich Messerschmidt, Kevin Spicer, Tom Stenehjelm, and Herb Weigl

*Members Absent:* Keith Bailey, Lauren Imgrund

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

*Staff Absent:* None

Chris H. welcomed everyone to the February meeting and introduced the newest member to the LRA - Kevin Spicer. Kevin is replacing Jim Richenderfer and was appointed by the County Commissioners in January.

**APPROVAL OF MINUTES**

Erich made a motion to approve the January 18, 2007 minutes as revised, Mark seconded the motion, and the motion carried.

**PRESENTATIONS**

Chris H. welcomed Gene Giza to the meeting. Gene is on the Board of Cumberland Valley Trout Unlimited, and Chairman of their Stream Improvement and Access Committee. Gene is here to observe, take back information to TU, and enhance the bridge of communication between TU and the LRA.

Gene discussed his involvement with the LeTort sinkhole issue and how he would like to work with the LRA, and the Friends Group in the repair work. Jim Richenderfer and Gene, along with several other individuals, have visited the sinkhole site and have evaluated what needs to be done to do the final patchwork. The project is currently on a hold pattern due to the weather. The emergency permit has been extended until Feb. 27 and will need to be extended another 30 days.

Jim Turner from the Bath, PA area, has contacted Gene expressing an interest in assisting in sinkhole repairs. Jim is originally from the Carlisle area and expects to retire soon and return to Carlisle. He has done extensive work with PENDOT and has been instrumental in plugging numerous sinkholes. Mr. Turner stated that he has access to Bentonite, geo-textile materials, good clay, and other material needed to repair a sinkhole. Mr. Turner also gives seminars at Dickinson College and he is interested in videotaping the sinkhole repairs to be used as a teaching tool. Gene feels that it would be very beneficial to get Mr. Turner involved.

Gene explained that there is about two hours of work remaining to repair the cofferdam.

Gene will communicate the dates for the next work session for the sinkhole repair to Chris N.

**STAFF REPORTS:**

**Solicitor** - NONE

**Administrative** -

- **Collection of Statements of Financial Interest** - Chris N. asked that members turn in their completed Statements of Financial Interest forms.
- Chris N. received a letter from the Carlisle Borough indicated that they had approved a \$5,500.00 appropriation for 2007. Chris N. will contact the other municipalities to confirm their appropriation amounts.
- All municipalities, except for the Borough of Carlisle, have adopted our fee schedule.

**MONTHLY FINANCIAL STATUS**

**Receipts:**

Cumberland County 2006 Appropriation	\$1,762.00
Johnston and Associates, Inc. – Plan Review Fee	\$ 100.00
Madden Engineering Services, Inc.	\$ 100.00

**Approval to Pay Outstanding Bills:**

Tom reported on the January 18<sup>th</sup> memorandum that we paid bills as follows:

<u>February 2007 – Bills Requiring Approval:</u>	
Fischbach Morgan & Associates, LLC .....	\$1,591.56
Kathy Russell (Recording Secretary) .....	\$90.00
Embarq (Telephone Service) .....	\$33.21
Pair Networks (E-mail Service) .....	9.50
The Sentinel (Advertise Monthly Meetings) .....	<u>\$42.65</u>
<b>TOTAL bills requiring approval .....</b>	<b>\$1,766.92</b>

Tom S. made a motion to approve the February bills, Mark 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 (February bills) +\$1,766.92; minus payment of approved bills (February) - \$1,766.92. 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 is \$6,689.43; add interest for January '07 (1.75% annum) +\$13.00; minus transfer to Checking Account -\$1,766.92 for February bills; leaving a closing balance of \$4,935.51.

Certificates of Deposit

9 month – no penalty @ 3.25% - 2 X \$5,000 / Previous month balance plus interest = \$10,175.78; add interest for January '07 +\$27.66; leaving a closing balance of \$10,203.44.

11 month – w/penalty @ 5.15% - 13 X \$500 = \$6,500.00 / Previous month balance = \$6,680.44; add interest for January '07 +\$28.60, leaving a closing balance of \$6,709.04.

Received Appropriations:

- Cumberland County for 2006 (not deposited) \$1,762.00
- Johnston and Assoc., Inc. – Plan review \$100.00
- Madden Engineering Services – Plan review \$100.00

**GRAND TOTAL: \$23,934.99**

Tom S. reported that there are two of our \$5,000 CDs that mature on 3/13/07. We initially invested \$10,000 and today they accrued an interest in a nine-month period of \$231.28 at 3.25%.

As of 1/1/07, we have uncommitted dollar figure of \$14,689.02. Tom recommended and made a motion that we re-invest \$8,000.00 into 9 month CDs at Members First at an interest rate of 3.51%. Tom C. seconded the motion and the motion carried.

**COMMITTEE REPORTS**

Finance / Budget – (Chairman, Tom Stenehjem)

2006 Budget – Final - The 2006 appropriation of \$1,762.00 from Cumberland County has been received and indicated as a receipt for December 2006. The 2006 budget is now finalized.

2007 Budget - January interest changes from \$13.00 to \$63.80, which is the grand total of the interest received.

Easement & Nature Trail ( – Chairperson)

- Keystone Arms Easement/Property – Chris H. reported that we haven't heard anything from the attorneys representing the developer.
- Willow Crossing Condominium Association – Dave B. followed up with the woman from Mike Adler's office, but has not heard back from her.
- Trail Improvement Project –
  - Chris N. will be contacting the Carlisle Borough, South Middleton, and the Carlisle School District to set up another meeting to get everyone on the same page to accomplish the trail master plan.
  - Chris H. commented that we received a letter from Brian James, the district technician, stating that they reviewed the erosion, sedimentation, and control plan - it is adequate.
  - Chris N. received an e-mail from John Gibble stating that DEP does not have a problem with us putting 4"-6" of wood chips on top of what is already on the trail.

Water Quality (Lauren Imgrund - Chairperson)

- *Sinkhole Repair Status Update* – This matter was previously discussed. See notes under Presentations (above).

Project Review - (Erich Messerschmidt – Chairperson)

- **Final LD Plan for 103 Midway Drive** – Johnston and Associates, Inc. – Converting tennis courts to a storage building. Erich gave this plan to Brian to review.
- **Heavy Duty Tires & Treads** - They wanted to bypass the environmental report and Erich recommended that that waver not be granted.
- **Final LD Plan** – Madden Engineering – (previously reviewed)
- **Final SD/LD Plan for LeTort Meadows** – Brehm-Lebo Engineering, Inc. (previously reviewed)
- **Final SD/LD Plan for Excel Inc. (Royer Tract)** - Herbert, Rowland & Crubic, Inc. (previously reviewed)
- **Final/Minor SD Plan for the Estate of Richard L. Myers** – Dawood Associates (previously reviewed)

Long Range Planning - (Chris Houston – Chairperson)

- **Trail Planning Grant** – We received 4 proposals for consideration:

<u>COMPANY NAME</u>	<u>SUBMITTED PROPOSAL</u>
o DMA Planning Group out of Lancaster .....	\$50,000.00
o H. Edward Black / Fischbach & Morgan .....	\$51,200.00
o BL Companies out of Harrisburg .....	\$38,500.00
o Land Logics Group out of Camp Hill.....	\$51,500.00

The Steering Committee for this project is comprised of:

Dave Baric - LRA  
Chris Houston - LRA  
Mark Bishop – LRA  
Brian O'Neill - Engineer for South Middleton Township  
Denise Jumper - Recreational Director for Middlesex  
Andrea Crouse – Recreational Director from the Borough of Carlisle  
Rodney Painter - Supervisor for North Middleton Township

This committee reviewed the four proposals and selected three firms to interview. Interviews were conducted on Friday, February 9, 2007 with:

1. Land Logics Group
2. H. Edward Black / Fischbach Morgan
3. BL Companies

All companies interviewed very well.

The Steering Committee was prepared to make a recommendation to the LRA to award the proposal to BL Companies, however, after some discussion, Mark recommended that we defer action on making a selection until the March meeting. This would give everyone an opportunity to review the proposals and determine if it's necessary to have the firms give a presentation at our March meeting.

Dave distributed copies of the proposals to several authority members for their review.

Once the LRA makes a selection, the recommendation of the selection then has to proceed to the County for approval.

- **Friends of Letort** – Chris H. and Lauren attended the last Friends meeting along with Bob Thompson and Jim Rainey. The attendance for this group has been very low. Chris H. thinks they need a project to get this group more active.
- **Educational Activities** – Kevin volunteered to overtake Jim Richenderfer's work on the PowerPoint presentation that Jim had been working on.

Public Relations / History – (Herb Weigl – Chairperson): Herb volunteered to take Dick's position as Chair for this committee.

Public Comments - Gene Giza commented that he would like to see a long-term management strategy for removal and care of invasive plants and trees along the LeTort. He has asked DC&R to provide grant monies for such a study. Gene has submitted a plan to the TU board on what could be done on TU's land for this study.

**OLD BUSINESS**

• **Miriam Crawfoot Award – Richard Darr**

- Tom C. & Tom S. – Dinner coordination – March 24, 2007

Tom C. spoke with Bob Thompson and several other TU members and they thought it would be a good idea to coordinate the presentation of the Miriam Crawfoot Award to Dick Darr with the annual TU Limestone's Banquet. This would be an excellent opportunity for two groups to get together in a social setting. It would be a good way to honor Dick for his service to the LRA and to build a bridge between these two organizations.

Tom C. made a motion to have the award present at the TU Limestone's Banquet. Mark seconded the motion and the motion carried.

John G. made a motion to have the LRA pick up the cost for the meal for Dick Darr and his wife. Mark seconded the motion and the motion carried.

Dave B. has agreed to make the award presentation on the LRA's behalf.

Gene Giza will e-mail Chris N. to confirm the banquet time and the cost.

The banquet is scheduled for March 24 at LeTort View at the Carlisle Army War College at a cost of \$40 per person. Tom C. asked members to let him know by March 1 if they plan on attending and if they will be bringing a guest.

Chris H. will advise Dick of the date.

- Order Award - Brian F. will order the award and prepare a press release for this event.

• **Appointment of Solicitor for 2007 –**

We had received a proposal last month from Rhoads & Sinon for Solicitor services.

Dave B. was contacted by Dale Shugart who indicated that he is interested in being the solicitor for the LRA at \$100.00/hour. He would attend the meeting only when required. He indicated that he would be willing to attend several meetings to get to know the board members. Dave will get a written proposal letter and this matter will be acted on at the March meeting.

• **List of Representatives / Committee Assignments for 2007**

- Kevin S. has agreed to serve on the Project Review Committee with Erich.

**NEW BUSINESS:** None

**ADDITIONAL AGENDA ITEMS:**

Tom S. made a motion to adjourn the meeting; Erich seconded the motion - the motion carried. The meeting adjourned at 8:37 p.m.

**NEXT MEETING**

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, March 15, 2007 at 7:00 p.m. to be held at the Carlisle Community Center in Carlisle, PA.

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Date Adopted

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Lauren Imgrund, Secretary

Prepared by: Kathy L. Russell