

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
March 15, 2007

The meeting was held on Thursday, March 15, 2007 at the Carlisle Community Center. Chris Houston called the meeting to order at 7:02 p.m.

ATTENDANCE

Members Present: Keith Bailey, Mark Bishop, Tom Colestock, John Greenbaum, Chris Houston, Lauren Imgrund, Erich Messerschmidt, Kevin Spicer, Tom Stenehjem, and Herb Weigl

Members Absent: David Baric

Staff Present: Chris Nennering and Kathy Russell

Staff Absent: Brian Fischbach

PRESENTATIONS

Chris H. welcomed representatives from BL Companies to the meeting. They were given approximately 20-30 minutes to present their plan to the group and explain why they feel their company is best suited to be awarded the contract for the LeTort Regional Authority Master Trail Plan.

After BL Companies concluded their presentation, the Land Logics Group gave their presentation followed by H. Edward Black Assoc. / Fischbach Morgan Assoc. Each group was given 20-30 minutes to make their presentations.

After each presentation, the authority members were given ample time to ask questions of the presenting group.

At the conclusion of the three presentations, the authority discussed the pros and cons of each company.

Before calling for a vote, Chris H. read an e-mail from Dave Baric, giving his absentee ballot to vote.

As Chairman of the LeTort Regional Authority, Chris H. announced that he would only cast a vote if the ballot were tied.

Chris H. called for a verbal vote of the attending members and the contract was awarded to BL Companies.

The voting results were as follows:

BL Companies – 5 votes
Land Logics Group – 4 votes
H. Edward Black Assoc. / Fischbach Morgan Assoc. - 1 vote.

APPROVAL OF MINUTES

Tom C. made a motion to approve the February 15, 2007 minutes, Erich M. seconded the motion, and the motion carried.

STAFF REPORTS:

Solicitor - Chris H. read a letter from attorney Dale Shughart agreeing that if hired, Mr. Shughart would be willing to be the "on call" solicitor for the LRA. He quoted an hourly rate of \$100.00/per hour. He also agreed to attend as many meetings as possible at no additional charge.

After a brief discussion on the two candidates, John G. made a motion to hire Mr. Shughart as the new solicitor; Mark B. seconded the motion and the motion carried.

Administrative -

- **Collection of Statements of Financial Interest** - Chris N. collected outstanding statements of financial interest.
- **In-Kind Trail Improvement Meeting** – Chris N. announced that there is a meeting scheduled with South Middleton, Carlisle Borough, Carlisle School District at the South Middleton Township Building on Monday, March 19, 2007 at 8:00 a.m. to discuss the Nature Trail Improvement project. Tom C. will attend the meeting on behalf of the LRA.

Chris N. asked Erich M. if he would be available to "supervise" the trail work once it begins. Tom C. also volunteered to assist in the supervision.

Chris N. is hoping the actual work on the trail will begin on Monday, March 26.

Chris H. prepared a Release and Indemnification Agreement for execution. This agreement would provide that we will hold South Middleton, Carlisle Borough, and the Carlisle School District harmless from any liability associated with negligent acts on their part while performing the work on the trail.

Erich M. made a motion to authorize Chris H. to execute the Release and Indemnification Agreement. Lauren I. seconded the motion and the motion carried.

- Chris N. handed out “new member packets” to the new members.

MONTHLY FINANCIAL STATUS

Receipts:

Niven & Joan Baird - Plan Review Fee	\$ 100.00
Erdman, Anthony, Associates, Inc. – Plan Review Fee	\$ 100.00

Approval to Pay Outstanding Bills:

Tom reported that we paid bills as follows:

March 2007 – Bills Requiring Approval:

Fischbach Morgan & Associates, LLC	\$861.39
Kathy Russell (Recording Secretary)	\$90.00
Embarq (Telephone Service)	\$33.21
Tom Stenehjem (US Postal Stamps)	\$7.80
Cumberland Valley Trout's Unlimited (Dick Darr & wife banquet tickets).....	\$80.00
Strickler Agency - Carlisle	<u>\$1,750.00</u>
TOTAL bills requiring approval	\$2,822.40

Erich M. made a motion to approve the March bills, Mark B. seconded the motion, and the motion carried.

Treasurer's Report:

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

Commercial Checking Account: Beginning balance of \$100; add transfer from Savings (March bills) +\$992.40; add transfer from Savings (March bills) +\$1,750.00; minus payment of approved bills (March) - \$2,822.40. Leaving a closing balance of \$20.00.

Savings Account: The beginning balance is \$25; Deposit for matured CD Purchase Amt \$5,000.00 @ 3.25% +\$5,119.62; Deposit for matured CD Purchase Amt \$5,000.00 @ 3.25% +\$5,119.62; (total interest earned: \$239.24); minus Purchased CD, @ 5.0%, 7 mos. -\$4,000.00; minus Purchased CD, @ 5.0%, 7 mos. -\$4,000.00; minus transfer to Money Mgmt – 05 (Better interest) - \$2,239.24; leaving a closing balance of \$25.

Money Mgmt. - Growing Greener (Grant) Account: Beginning balance is \$4,935.51; add appropriation, 2005 from Cumberland County \$1,762.00; Receipt for Plan Review Fees +\$200.00; interest for February '07 (1.98% annum) +\$10.22; add transfer from Commercial Savings \$2,239.24; minus transfer to Checking Account -\$992.40 for March bills; minus transfer to Checking Account - \$1,750.00 for March bills; leaving a closing balance of \$6,404.57.

Certificates of Deposit

Matured – transferred to Savings Account (Initial purchase 9 month – no penalty @ 3.25% - 2 X \$5,000 = \$10,000.00) Matured Value (2 X \$5,119.62) = \$10,239.24.

- (1) Initial Purchase: 7 mo w/penalty @ 5.0%
Purchased March 07: 2 X \$4,000.00 = \$8,000.00
- (2) Initial Purchase: 11 mo. W/penalty @ 5.15%,
13 X \$500 - \$6,500.00

Previous Months Amount Plus Interest	\$6,709.04
Interest for February 2007	<u>\$25.87</u>
	\$6,734.91

Receipts for Deposit – Plan Review Fees (2) \$200.00

GRAND TOTAL: \$ 21,464.48

COMMITTEE REPORTS

Finance / Budget – (Chairman, Tom Stenehjem)

2007 Budget - Tom S. requested one change for the March budget - Add \$80.00 for a late payment for Mr. & Mrs. Dick Darr for the award banquet dinner. The cost for Mr. & Mrs. Darr to attend the award banquet and the cost of the actual award will be taken out of the Public Relations budget.

Easement & Nature Trail (Chairman, Dave Baric)

- *Keystone Arms Easement/Property* – No report
- *Willow Crossing Condominium Association* – No report
- *Trail Improvement Project* – No report

Water Quality (Lauren Imgrund - Chairperson)

- Lauren met with ALLARM. They're interested in doing a storm water education outreach campaign. They'd like to get the Carlisle Borough and the LRA's support for this project. ALLARM would like to apply for a League of Women Voters Wren Grant in the amount of \$5,000.00. They will be looking into doing a video commercial that would potentially be shown at the local theaters in order to educate the public on this project. They've asked if the LRA would be a partner in this program and potentially contribute funds toward this project.

Tom C. made a motion to approve having a letter written to ALLARM stating that we will agree to be a partner in applying for this grant application; Herb W. seconded the motion and the motion carried.

It was determined that we would not make a monetary contribution at this time.

- Erich M. made a motion to have Lauren write a proposal to apply for a \$5,000 grant from the League of Women Voters for trail signage; John G. seconded the motion and the motion carried.

The grant requires that partnership apply. Lauren will call to make sure that the LRA qualifies as a partnership. If not, she will look into having TU partner up with us.

The deadline for this grant is April 2.

- *Sinkhole Repair Status Update* – Herb W. met with Jim Richenderfer, a representative from Gleim, a representative from the quarry; and Gene Giza from TU. Work on the sinkhole will start on Wednesday morning, March 21st at 7:30 a.m.

The first order of business will be to stabilize the area so that heavy equipment can be brought in. They will be hauling in some clay to install behind the sandbags. Weather permitting, work is expected to continue on Wednesday, Thursday, and Friday. Herb will work with the media in issuing a press release for this project.

Chris H. acknowledged and thanked Mark B. for being instrumental in lining up the 14,000 pounds of free Bentonite donated by American Colloid Company of York.

Chris H. also thanked Kathy R. for arranging to have geomembrane material donated and delivered from Carlisle SynTec Incorporated.

Project Review - (Erich Messerschmidt – Chairperson)

- **Final Minor SD Plan for Lindsay Osborn – Niven Baird** - Erich M. asked that this plan be re-submitted with a "complete" set of plans.
- **Preliminary / Final SD and Minor LD for CNR Hospitality – Erdman, Anthony & Assoc., Inc.** – Erich M. had no objection and no recommendation to these plans.

Long Range Planning - (Chris Houston – Chairperson)

- **Trail Planning Grant** – Chris H. reported – Now that our selection has been made to hire BL Companies, we have to go back to the county and have them sign off on the selection of BL Companies. After they have signed off, the next step would be to enter into an agreement with BL Companies.
- **Friends of Letort** – Lauren reported that she has been communicating with Andy Parker about doing some invasive species removal of the "tree of heaven". There will be some herbicide expenses incurred. Chris H. suggested that the \$1,000.00 currently allocated in the budget under "legal retainer" be moved to Trail and Maintenance to cover these costs.

Lauren will advise Mr. Parker that we are interested in making a contribution. She will get additional details and report back at the next meeting.

Keith will speak with Mr. Parker to discuss what his plan of action involves and make sure his plan is environmentally safe.

A May workday will be scheduled.

- **Educational Activities** – Kevin Spicer – no report

Public Relations / History – (Herb Weigl – Chairperson): no report

Public Comments – None

OLD BUSINESS

- **Miriam Crawfoot Award – Richard Darr**
 - Tom C. & Tom S. – Dinner coordination – March 24, 2007 - Tom C. will submit the names of everyone attending the banquet to the entrance security at the war college. Dave B. will present the award to Dick on behalf of the LRA.
 - Chris N. reported that the award should be completed by March 19th. Chris N. will make sure that Dave B. gets the award before the banquet.

- Chris H. reported that Historic Carlisle has asked us to move forward with the one sign that they will be paying for which is similar to the other historical signs downtown. The plaque will show the history of the LeTort and will discuss the LRA and the use of the stream by the community. The LRA logo will also be on the plaque to be placed by the entrance of the LeTort Park.
- Tom C. reported that he is still concerned and continues to researching the air pollution issues he brought up at a meeting a few months ago.
- **Appointment of Solicitor for 2007** – This topic was discussed above under staff reports.

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 9:24 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, April 19, 2007 at 7:00 p.m. to be held at the Carlisle Community Center in Carlisle, PA.

4-19-07

Date Adopted

Lauren Imgrund

Lauren Imgrund, Secretary

Prepared by: Kathy L. Russell