

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
June 21, 2007

The meeting was held on Thursday, June 21, 2007 at the Carlisle Community Center. Chris Houston called the meeting to order at 7:05 p.m.

ATTENDANCE

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

Members Absent: None

Staff Present: Chris Nenninger, Dale Shughart, and Kathy Russell

Staff Absent: Brian Fischbach

APPROVAL OF MINUTES

Dave made a motion to approve the May minutes, Kevin seconded the motion, and the motion carried.

PRESENTATIONS

Chris H. introduced Pam and Steve Fisher with Dawood Associates. Pam gave a presentation on a project in Middlesex Township called Kensington (the former Line / Clouse farm located on Claremont Rd, South Middlesex Rd, Old Stone House Rd). This property was recently rezoned as residential / town and is situated on 137 acres with 297 proposed dwelling units.

The developer will fund 50% of the design for a regional pump station for on-lot water and sewer to this development.

Steve explained the storm water system and drainage layouts for the property.

There will be a homeowner's association established to take care of the green space maintenance.

DEP has adopted new policies on storm water management requirements and the procedures for getting permits has increased. Under the new ENS and Post Water Management Regulations, Dawood is requesting a consistency letter from the LRA saying that they are complying with Act 167.

Dawood will bring the final plans back to the LRA after they have their first review to acquire final approval.

Fischbach & Morgan will review the plans and hydro study and report back to the LRA. After Fischbach & Morgan's review of the plans, the LRA will determine if we will issue a consistency letter to Dawood for this project.

This item will be added to the July meeting agenda.

STAFF REPORTS:

Solicitor - At the April meeting Dale was asked to push along the conservation easement issues:

Keystone Arms - Dale spoke with Charlie Courtney – This easement has stalled out, but the project is still on target.

Willow Crossing – Dale sent a letter to the Homeowner's Association with no response. He suggested that we wait until September to pursue. Dave B. will e-mal or call Mike Adler to suggest that the LRA be added to the fall meeting agenda with the Homeowner's Association to discuss this matter.

Administrative - Chris N. distributed a revised bill list and budget.

Chris N. received a letter from Michael Moore, the Loss Control Representative from our insurance company. He expressed concern with the condition of the bridges on the nature trail. Erich said there are 4 bridges on the trail and all are maintained by the LRA. However, the bridges in the railroad beds are the ones we are primarily responsible for. Chris N. will call to follow up with Mr. Moore and ask that he elaborate on what his specific concerns are so that we can address them.

Chris N. also received correspondence from Pannier - a sign / marker manufacturer. He will file this information for future use for trail signage.

MONTHLY FINANCIAL STATUS

Receipts:

Cumberland Recycling, Inc. (Plan Review Fee).....	\$100.00
Spring Run Restoration Funding (DEP fine / contribution).....	\$11,500.00
TOTAL Receipts	\$11,600.00

Tom reported that we paid bills as follows:

<u>June 2007 – Bills Requiring Approval:</u>	
Fischbach Morgan & Associates, LLC	\$582.69
Kathy Russell (Recording Secretary)	\$90.00
Embarq (Telephone Service)	\$39.81
Pair Networks (Webpage / Email)	\$75.49
PA Municipal Authorities (Dues)	\$150.00
SEK & Co (Audit & Preparation of Report).....	\$1,850.00
Tom Stenehjem (Trail maintenance & equipment use).....	\$100.00
Dale Shughart (Legal Expenses)	<u>\$330.00</u>
TOTAL bills requiring approval	\$3,217.99

Erich made a motion to approve the June bills, Dave 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 interest for May +\$1.94; add transfer from Gen Fund Acct (June bills) +\$1,366.05; add transfer from Gen Fund Acct (June Bills) +\$1,850.00; minus payment of approved bills (June) - \$3,217.99. Leaving a closing balance of \$100.00.

Money Mgmt. - Growing Greener (Grant) Account: Beginning balance is \$9,760.57; add deposit for 1 plan review +\$100.00; add interest for May '07 +\$17.63; add Spring Run Restoration Funding from Gettys / Womex +\$11,500.00; minus transfer to Checking Account -\$1,366.05 for June bills; minus transfer to Checking Account -\$1,850.00 for June bills; leaving a closing balance of \$18,162.15

Savings Account: The beginning balance is \$25.33; add interest for May +\$.43; leaving a closing balance of \$25.76.

Certificates of Deposit

- (1) CD's 40 & 41: 7 mo w/penalty @ 5.0%
Purchased March 07: 2 X \$4,000.00 = \$8,000.00

Previous Month Amt + interest =	\$8,052.60
Interest – May '07	<u>\$ 33.44</u>
Current Value	\$8,086.04

- (2) CD's 48 - 60: 11 mo w/penalty @ 5.15%,
13 X \$500 - \$6,500.00 – Matured May 16, 2007

Previous Months Amt Plus Interest	\$6,791.59
Interest – April '07	<u>\$ 14.04</u>
Matured Total	\$6,805.63
Transferred (5/18/07) to CD-42	<u>-\$6805.63</u>
Balance w/transfer to CD42	\$0.00

- (3) CD 42 (Initial Purchase: 9 mo no penalty @3.51%,
1X \$6,805.63 (Purchased 5/18/07) \$6,805.63
Interest – May '07 \$ 9.01
Current Value \$6,814.64

Receipts for Deposit – Per Memo
Plan Review Fee – For Deposit
Cumberland Recycle: \$100.00

GRAND TOTAL: \$ 33,288.59

Tom noted that the SEK auditor for the 2006 records mentioned that the Cumberland County appropriation for \$1,762.00 received in February '07 must be removed from the December 2006 budget and added to February 2007. Tom recommends that an asterisk be added with a footnoted stating, "Appropriation (2006) Rec'd Feb. '07".

We received a request from the Cumberland County Controller that they would like a W9 Form (notification of tax status) submitted. Tom was given approval to sign and submit this form.

The audit for 2006 has been completed. Tom has given the reports to Chris N. along with two notices for publication in the local newspaper.

COMMITTEE REPORTS

Finance / Budget – (Chairman, Tom Stenehjem)

2007 Budget - Other than the previously mentioned revisions – Tom reports that the budget looks O.K.

A new line item entitled “*Restoration & Maintenance Contribution*” will be added to the budget for the \$11,500.00 as a one-time contribution.

Easement & Nature Trail (Chairman, Dave Baric)

- *Keystone Arms Easement/Property* – Previously discussed above under Solicitor / Staff Reports.
- *Willow Crossing Condominium Association* – Previously discussed above Solicitor / Staff Reports.
- *Trail Improvement Project* – No report

As outlined in the May 17th minutes, Chris H. reminded Chris N. to send a thank you letter to South Middleton for completing their in-service commitment. A thank you letter will also be sent to the Carlisle Borough and Carlisle School District stating that we look forward to them continuing with and completing their in-service contributions in the fall.

Water Quality (Lauren Imgrund - Chairperson) – No report

Lauren will follow up with ALLARM.

Lauren reported that we were turned down for the Cora Brooks Grant.

Project Review - (Erich Messerschmidt – Chairperson)

- *Preliminary / Final SD / LD Plan for Cumberland Recycling – MT – Dawood Associates, Inc.* – Erich made several comments to this plan.

Long Range Planning - (Chris Houston – Chairperson)

- **Trail Planning Grant** – Chris N. attended the meeting with approximately 15 people in attendance. Discussions were held on the following topics:
 - the trail going through town;
 - bridge maintenance;
 - a recommendation that no horses be permitted on the trail;
 - safety concerns with bicycling through town; and
 - by-passing the post.

Mark with BL is planning on attending the next LRA meeting to give us an update and status report on this project.

Chris N. stated that he feels BL has put a lot of thought and effort into this project and they are doing a good job.

- **Friends of LeTort** – No report
- **Educational Activities** – Kevin plans on attending the ALLARM meeting in July regarding storm water education.

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

Public Comments – No comments

OLD BUSINESS -

- Chris H. reported on the Clean-Up Day activities and thanked everyone for their participation. Next year we should plan on having the Clean-Up Day earlier in the year - possibly in May.
- Chris H. reported that the Conservation and Natural Resources Advisory Council site visit is scheduled for July. Mark and Chris H. will coordinate the activities for this event. They want to look at the watershed and what the LRA has done to improve it.
- Tom S. thanked Herb W. for his donation of a riding tractor to the LRA. Chris N. will check on liability insurance to make sure we have the tractor as an insured item. The tractor is being stored at the Carlisle Borough Office.

NEW BUSINESS:

- Bill Salomone (559 Highland Avenue) contacted Chris N. complaining about a tree in the stream. The matter was discussed and it was determined that this tree issue is not the responsibility of the LRA. It was, however, suggested that Chris N. go back to Mr. Salomone stating that the LRA does not normally become involved with tree removals, but if he would consider granting us permanent easement access to his property for the trail, we would consider looking into the cost of removing the tree and working with him to have it removed.
- Herb W. reported that there is another tree in Middlesex, just down stream from the stream gauge that is a pretty substantial tree trunk wedged across the stream. This is not a fallen tree, but debris that has washed downstream and lodged itself across the stream like a dam. It has raised the stream gauge average readings about 6”. Herb has tried to contact Middlesex Township – without success. Herb will try to contact Middlesex again. This may be a matter for USGS.

- **LeTort Spring Run Restoration Funding** (\$11,500.00) – Chris H. stated that we have an agreement to use these funds for various possible restoration and maintenance projects, including; removal of invasive species in the stream, stream bank stabilization, and/or acquisition of land for open space or recreation purposes, or such other restoration and maintenance purposes as the Authority, in it's sole discretion deems appropriate, in furtherance of the 2000 LeTort Spring Run Watershed Conservation Plan.
- **South Mountain Landscape Initiative** – Chris H. received an e-mail from Mike Eshelman. He wanted to know if the LRA is willing to be a part of this partnership. Lauren commented that DC&R is trying to do targeted landscape initiatives where they bring together concerned organizations to try to coordinate land acquisition – specifically around state-owned land. She feels, although we are not specifically on the South Mountain, it would be to the LRA's advantage to be involved and it would give us a funding advantage.

Erich M. felt we would be losing our focus by participating in this program – our focus should be the LeTort Spring Run.

Chris H. will advise Tom C. when the next meeting is scheduled. Tom will try to attend the meeting to see if this is a project we want to pursue.

ADDITIONAL AGENDA ITEMS:

Tom S. made a motion to adjourn the meeting; Dave B. seconded the motion - the motion carried. The meeting adjourned at 8:38 p.m.

NEXT MEETING

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

July 19, 2007
Date Adopted

Lauren Imgrund
Lauren Imgrund, Secretary

Prepared by: Kathy L. Russell