

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

**MINUTES OF THE LETORT REGIONAL AUTHORITY
October 18, 2007**

The meeting was held on Thursday, October 18, 2007 at the Carlisle Community Center. Dave Baric called the meeting to order at 7:02 p.m.

ATTENDANCE

Members Present: Keith Bailey, Dave Baric, Mark Bishop, Tom Colestock, John Greenbaum, Erich Messerschmidt, Tom Stenehjem, and Herb Weigl

Members Absent: Chris Houston, Lauren Imgrund, and Kevin Spicer

Staff Present: Mike Blumenthal, Kathy Russell, and Dale Shughart

Staff Absent: Brian Fischbach

Mike Blumenthal was welcomed to his first meeting as our new Executive Director.

APPROVAL OF MINUTES

Erich made a motion to approve the September minutes with corrections, John seconded the motion, and the motion carried.

PRESENTATIONS - NONE

STAFF REPORTS:

Solicitor -

Tom made a motion to approve the acceptance of the Executive Director's contract with Mike Blumenthal as is; Mark seconded the motion and the motion carried.

Administrative -

Mike accompanied Chris to the Budget Presentation meeting for the Borough Council. He thought Chris gave a very nice presentation summarizing what the LRA has done in the last year on the trail and requesting their funding contribution for 2008.

Mike plans on having a transition meeting with Brian in the near future. He questioned whether the LRA has a record retention policy for reviewed plans. It was recommended that once a plan has been reviewed, we should only retain the plan for three years. However, documents on easements, trail maps, surveys, and studies should not be destroyed. A brief discussion was held and it was determined that this matter should be discussed again at the November meeting after Mike and Brian have had an opportunity to meet and go through the documents that are in the office.

MONTHLY FINANCIAL STATUS

Receipts:	Raymond Deihl (plan review).....	\$100.00
	Sheetz (plan review)	<u>\$150.00</u>
	TOTAL Receipts	\$250.00

Tom reported that we paid bills as follows:

<u>October 2007 – Bills Requiring Approval:</u>	
Fischbach Morgan & Associates, LLC	\$610.94
Kathy Russell (Recording Secretary)	\$90.00
Dale F. Shugart, Jr.	\$490.00
Embarq (Telephone Service)	<u>\$39.79</u>
TOTAL bills requiring approval	\$1,230.73

The Fischbach Morgan bill for \$610.94 has a charge to the LRA for \$85 and there is not a check from Summerbridge Village.

Mark made a motion to approve the October bills, Erich seconded the motion, and the motion carried.

It was suggested that Mike send a letter to all municipalities notifying them that he has been hired as the new Executive Director for the LRA. The letter should indicate that he is now the contact person for the authority and all future plans for review and \$100 fees should be mailed directly to him at the LeTort Regional Authority office located at 415 Franklin Street, Carlisle, PA 17013

Treasurer's Report:

The Pennsylvania State Annual Report of Municipal Authorities for 2006 was completed and submitted by FMA on October 11.

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

Commercial Checking Account: Beginning balance of \$100.00; add transfer from Gen Fund Acct (October bills) +\$1,230.73, minus payment of approved bills (October) - \$1,230.73. Leaving a closing balance of \$100.00.

Money Mgmt. - Growing Greener (Grant) Account: Beginning balance is \$15,833.01; add interest for September '07 +\$26.68; add deposit for 2 plan reviews +\$250.00; add appropriation from Middlesex (10/03/07) +\$2,410.00; minus transfer to Checking Account -\$1,230.73 for October bills; leaving a closing balance of \$17,288.96

Account Balance Break-Out:

LeTort Funds (Regular Appropriation).....	\$5,788.96
Spring Run Restoration Funding:.....	<u>\$11,500.00</u>
TOTAL.....	\$17,288.96

Savings Account: The beginning balance is \$25.76; add interest +\$0.00; leaving a closing balance of \$25.76.

Certificates of Deposit

- (1) CD's (2) 40 & 41: 7 mo w/penalty @ 5.0% - Mature on 10/11/07
Purchased March 07: 2 X \$4,000.00 = \$8,000.00

Previous Month Amt + interest =	\$8,186.12
Interest – Sept. '07	\$ 32.90
Interest – through Oct. 11 - at maturity	<u>\$ 11.02</u>
Current Value	\$8,230.04
Trd's to CDs 43 & 44 (Oct. 11)	<u>-\$8,230.04</u>
	\$0.00

- CD's (2) 43 & 44 (7 mo w/penalty @ 5.05% Mature: 5/10/08)
Current Value \$8,230.04

- (2) CD 42 (Initial Purchase: 9 mo - no penalty @ 3.51%,
1 X \$6,805.63 (Purchased 5/18/07) \$6,874.06
Interest – Sept. '07 \$ 19.49
Current Value \$6,893.55

GRAND TOTAL: \$ 32,538.31

COMMITTEE REPORTS

Finance / Budget – (Chairman, Tom Stenehjem)

- 2007 Budget - No comments
- 2008 Budget –
Tom made several comments:
 - the \$11,500.00 for the Spring Run Restoration Funding (under Appropriations) was received in 2007 and will carry over to 2008;
 - the stream gauge figure was adjusted based on the letter received from Department of Interior indicating an increase;
 - Sidewalk repair – There may be a need to repair the sidewalk at the corner of LeTort by the dry clearer on High Street.

Erich made a motion to accept the 2008 proposed budget, Mark seconded the motion and the motion carried.

Easement & Nature Trail (Chairman, Dave Baric) -

- Willow Crossing – Nothing new to report. Dale will contact Mike Adler before our next meeting to follow up.
- Keystone Arms – Nothing new to report. Dale will contact Charlie Courtney before our next meeting to follow up.

Tom S. was out on the trail on Sunday. He doesn't feel that it will be necessary to cut it again this fall and he filled in all of the holes. The trail looks good.

The board agreed to the Executive Director's suggestion that the plywood be removed from the bridge on the trail.

Water Quality (Lauren Imgrund) - no report

Project Review - (Erich Messerschmidt – Chairperson)

- Jairam 7 Inc. / Howard Johnson Inn – Preliminary and Final Subdivision Plan – FMA drafted a letter on Erich's behalf.
- Mitchell S. Gelbaugh & Heather A. Barbour - Preliminary and Final Subdivision Plan – FMA drafted a letter on Erich's behalf.
- Sheetz, Inc. – Trindle Road - Preliminary and Final LD Plan – FMA drafted a letter on Erich's behalf. \$150 review fee was resubmitted with a revised plan.
- Rhoads Development Group / LeTort Meadows – This plan was previously reviewed for 60 townhouses & 10 single semi-attached homes – FMA drafted letter on Erich's behalf.
- Townes at Summerbridge Village – Subdivision Plans – Erich delivered this plan to Fischbach & Morgan for their review. FMA reviewed and drafted a letter on LRA's behalf.
- Raymond & Genieve Deihl - (Rockledge Drive, So. Middleton Twp.) Final Minor Subdivision Plan – no comments or recommendations.
- Sheetz, Inc. – Trindle Road/Heritage Drive – These plans will be given to FMA for their final review.

Mike will contact South Middleton Township to inform them that, according to our records, the \$100 plan review fee was not received for the Summerbridge project.

Long Range Planning - (Chris Houston – Chairperson)

- **Trail Planning Grant** – no report
- **Friends of LeTort** – no report

Educational Activities – no report

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

Public Comments – none

OLD BUSINESS -

- none

NEW BUSINESS:

- Keith commented that there is a lot of debris under the bridge in No. Middleton Twp across from the recycled center that is backing up water onto post property. Keith contacted the township to have the debris removed and they suggested he call DEP. He then called DEP and they said that the problem should be taken care of by No. Middleton. Tom C. will contact the township to see if he can have them review and resolve this matter.
- Keith announced that he will be retiring, and therefore, this will be the last LRA meeting he will be attending. Dave thanked Keith on behalf of the LRA for his time and everything he has done for the authority over the years.
- John made a motion to refund Sheetz \$50.00 for their overpayment for the plan review, Herb seconded the motion - there was one opposed, and the motion carried. Tom will send the \$50 refund (plan FCE#101-23A).
- Erich attended an information briefing presented to the Cumberland County Commissioners given by our engineering firm for the master trail plan. Erich commented that they showed up late, they were unprepared, and unrehearsed. Erich will communicate his thoughts to Chris and have Chris address his concerns with Mark Heeb.
- Mark commented on the panels that were knocked out of the Bonnybrook bridge. Herb believes that South Middleton has contracted to have the bridge repaired.

ADDITIONAL AGENDA ITEMS:

Tom S. made a motion to adjourn the meeting; Erich M. seconded the motion, and the motion carried. The meeting adjourned at 8:05 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, November 16, 2007 at 7:00 p.m. to be held at the Carlisle Community Center in Carlisle, PA.

Date Adopted

Lauren Imgrund, Secretary

Prepared by: Kathy L. Russell