

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
March 20, 2008

The meeting was held on Thursday, March 20, 2008 at the Carlisle Community Center. Chris Houston called the meeting to order at 7:07 p.m.

ATTENDANCE

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

Members Absent: Kevin Spicer

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

Staff Absent: None

APPROVAL OF MINUTES

Dave made a motion to approve the February minutes with one revision, John seconded the motion, and the motion carried.

PRESENTATIONS - Michael Arnold spoke to us regarding his concerns with respect to a proposed 298-unit housing development (Morgan's Crossing and Jefferson Court II) located on Petersburg Road just south of the airport. Among Mr. Arnold's concerns are:

- the development's impact on the LeTort spring and watershed
- major traffic issues
- storm water management
- sink hole issues
- impact on wildlife habitat

STAFF REPORTS:

Solicitor (Dale Shughart) –

- Keystone Arms easement – Nothing new to report
- Willow Crossing easement – Dave sent Mike Adler an e-mail with no response. Dave will send another e-mail.
- Burgoon-Watercress Beds easement – Steve Fisher and Dale spent several hours reviewing files received from Mike that included some additional pages to the original easement, which Dale did not have previously. The survey, which was done in 1978, identified the Burgoon tract. Dale thinks that even if the original railroad deed cannot be found, we should be able to fit the information together and bring it forward to the cress beds. Dale feels that the completion of this search will be less expensive than the \$1,000 previously authorized. Dale will forward this new information on to Niven Baird and see what he can find.
 - Both Dale and Steve Fisher worked on reviewing these deeds at no charge to the LRA.
 - Dale requested that a thank you note be written to Mr. Fisher from the LRA for his donated services.

Executive Director (Mike Blumenthal)

- 2008 SEC Statement of Financial Interests – With the exception of Lauren, who has to file for her work, Chris requested that those members, who have not yet done so, should submit their completed forms to Mike. The forms must be postmarked NLT 5/1/08.
- Brehm-Lebo plan review services contract has been executed.
- LeTort Park RR bridge safety certification / maintenance report from Brehm-Lebo has been submitted to PennPRIME.
 - Immediate repairs to include:
 - Six cross ties (one or two ties are missing and the rest are rotten).
 - Replacement of some, if not all, of the 2X4 planks over the cross ties.
 - Mike will get two or three estimates for repairs and for replacement of the bridge – labor and materials.
- PA Land Trust's model easement agreement assessment by PennPRIME: no effect on insurance rates.
- Mike received a trail safety equipment \$2,000 50/50 grant notice from PennPRIME.
 - Mike will follow up to see if bridge repairs, handrails, or decking would be covered under this grant.

COMMITTEE REPORTS

Finance / Budget – (Chairman, Tom Stenehjem)

Monthly Financial Status

Tom presented the March '08 memorandum of bills as follows:

Receipts:	Plan Review Fees (2).....	\$200.00
	Interest.....	<u>\$84.29</u>
	TOTAL Receipts	\$284.29

Tom reported that we paid bills as follows:

<u>March 2008 – Bills Requiring Approval:</u>		
Executive Director		
	contracted fee	\$500.00
	mileage - 6 miles @ .505.....	\$3.03
	office expenses:	
	postage	\$2.05
	office supplies	<u>\$0.00</u>
	ED Subtotal.....	\$505.08
	Kathy Russell (Recording Secretary).....	\$95.00
	Chris Houston - postage.....	\$3.45
	PMAA dues	\$150.00
	Pair Networks.....	<u>\$59.31</u>
	TOTAL bills requiring approval	\$662.84

Erich made a motion to approve the March bills, Herb seconded the motion, and the motion carried.

Treasurer's Report:

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

Commercial Checking Account: Beginning balance of \$50.00, add transfer from Money Mgmt Acct +\$712.84; minus payment of March's approved bills -\$662.84; leaving a closing balance of \$100.00.

Money Mgmt. - Growing Greener (Grant) Account: Beginning balance is \$21,453.19; add receipts for 2 plan reviews +\$200.00; add appropriation from Borough of Carlisle +\$5,500.000, add interest (Feb.'08) +\$37.96; minus transfer to checking (March bills) - \$712.84; leaving a closing balance of \$26,478.31.

<u>Account Balance Breakout:</u>	
LeTort Funds (Regular Appropriation).....	\$14,978.31
Spring Run Restoration Funding:.....	<u>\$11,500.00</u>
TOTAL.....	\$26,478.31

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

Certificates of Deposit

CD 43 (7 mo w/penalty @ 5.05% Mature: 5/10/08)	
(Purchased Oct. 11, 2007)	
Previous Month's Amount	\$4,178.32
Interest – Feb. '08	<u>\$16.40</u>
Current Value	\$4,194.72

CD 44 (7 mo w/penalty @ 5.05% Mature: 5/10/08)	
(Purchased Oct. 11, 2007)	
Previous Month's Amount	\$4,178.32
Interest – Feb. '08	<u>\$16.40</u>
Current Value	\$4,194.72

CD 45 (11 mo w/penalty @ 4.0% Mature: 1/11/09)	
(Purchased Feb. 12, 2008)	
Previous Month's Amount	\$6,981.30
Interest – Feb. '08	<u>\$13.53</u>
Current Value	\$6,994.83

<u>Receipts for Deposit</u>	
Plan Review Fees (2)	<u>\$200.00</u>

GRAND TOTAL: \$ 42,188.34

2008 Budget – Tom distributed a corrected version of the Budget (v2) – no further corrections to report.

Tom will execute the formal engagement letter from Smith, Elliott, and Kerns and return it to them.

Friends of LeTort (Lauren Imgrund) – nothing new to report

- United Way Annual Day(s) of Caring volunteers – Mark submitted a request for two crews:
 - one crew to clear the invasive species on the trail; and
 - one crew for trash pick up – with a concentration behind the Lamberton Middle School.

- Mark will supply the trash bags for the clean up projects and he will also inform the Borough office that we will be using their trash bins for the trash disposal.

Information and Education (Kevin Spicer) – Kevin was unable to attend the meeting but reported on the following:

- Things are falling into place for the first annual LeTort Festival, May 3 (same day as LeTort clean-up), 11:00 am – 3:00 pm. A member of ALLARM delivered fliers for posting to the meeting regarding the festival.
 - Mike will contact Julie with ALLARM to see about some joint advertising for the clean-up day.
 - Mike will work on contacting other organizations to participate in the clean up.
 - Mike will contact Mary Faller-Duxbury to coordinate the installation and dedication of the LeTort sign by the Pomfret Street Bridge. The sign was made and donated by Historic Carlisle.
 - Mike will also line up a photo session with Senator Vance for this dedication ceremony.
- Countywide storm water management – Kevin met with the storm water management team and they would like the LRA to man a table at the LeTort Festival, mostly to show the proposed trail route (maybe display the large maps/diagrams prepared for us by BL Co.) and provide knowledge about the LeTort spring and the LeTort Regional Authority.
 - Chris will contact Mark Heeb to see if he is available to attend the festival and supply drawings and information on the master trail plan.
 - Mike volunteered to assist in manning the table.
- Kevin asked if anyone is aware of a small acoustical type band or jazz band willing to donate some time for a set of music, they should contact Lindsay Hunt (ALLARM representative in charge of orchestrating the entertainment for the festival) at 240-731-4813 or at allarm@dickinson.edu.
 - Chris will contact his friend, Dave Albright, to see if his group would be interested in playing music at the festival.
 - Mike said if we can't find a musical group, he knows a disc jockey that would probably play for free.

Long Range Planning - (Chris Houston – Chairperson)

- **Master Trail Plan –**
 - Phase 1 Draft Plan from BL - Chris spoke with Mark Heeb; he was hoping to have the final plan this week, but he said he'd need another week or two to complete. The plan is to have it finalized before the April meeting. Chris will invite Mark to the April meeting.
- LeTort Additional Services Contract – Revised
- Senator Vance's Community Revitalization Program funding grant – Chris received a call from Senator Vance's office indicating that she was willing to give us \$10,000.00 out of the Community Revitalization Program. Technically, you have to make application for this funding through DCED (Department of Community & Economic Development).
 - Chris has put together an application, however, we need to identify what the funds will be spent on.
 - Mark Heeb is putting together information outlining \$10,000 worth of trail materials, i.e. grass seed, lime fertilizer, fiber mulch, stone sub-base, cracker dust, filter fence, and drainage pipe.
 - The application must be completed and submitted by March 28th.
 - This is a two-year contract.
 - Once this application is submitted and accepted, we should send a Thank You to Senator Vance's office.

Easement & Nature Trail (Chairman, Dave Baric)

- **Camping World easement** - Nothing new to report.
- **Garrison Lane easement** – Nothing new to report.
- Erich has a three-ring notebook draft of easements, sketches of easements, surveys, and drawings owned by LRA. Erich would like Mike to check the office to see if he can locate the original final notebook.

Project Review - (Erich Messerschmidt – Chairperson)

- Biddle Field – B/C: no comment
- Meeting House Heights – B/C: no comment
- Robinson – B/C: Erich commented on the zoning problem
- Bruster's Ice Cream – B/C: Erich commented on reduction of parking spaces
- Parkview – B/C: no comment
- Seven Gables – B/C: Erich commented on storm water management and water infiltration.
- Summerfield – SMT: no comment – has not yet received the review fee
- Roadway – MT: no comment
- Petersburg – SMT – pending fee submission

Chris thanked Erich, on behalf of the board members, for his work and time spent in reviewing the 9 plans this month.

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

Water Quality (Lauren Imgrund) - Lauren reported that the February water quality results are available for review.

Public Comments – None

OLD BUSINESS – None

NEW BUSINESS:

- Bonnybrook parking lot trash – Erich reported that the Natural Lands Trust gave the LRA a conservation easement for the parking lot. It is the Authority's responsibility to maintain the parking lot. After a brief discussion, it was determined that placing signage to prohibit trash dumping would not discourage people from throwing out trash on the property.

ADDITIONAL AGENDA ITEMS:

LSR: 31-year trend in mean minimum annual discharge. Mike reported that the USGS stream gauge has been in place since 1976. He printed out an average discharge for its 31-year existence. From his review of this graph, there appears to be a rapid decrease in the discharge of the LeTort Spring Run over time. Mike will contact USGS to have them calculate when the LeTort will run dry during the summer months during the dry period.

Mike has updated the minutes, budget, and agenda on the LRA website – they are current.

Tom S. made a motion to adjourn the meeting; John seconded the motion, and the motion carried. The meeting adjourned at 8:45 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, April 17, 2008 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