

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
July 17, 2008

The meeting was held on Thursday, July 17, 2008 at the Carlisle Community Center. Chris Houston called the meeting to order at 7:01 p.m.

ATTENDANCE

Members Present: Dave Baric, Mark Bishop, Tom Colestock, Chris Houston, Lauren Imgrund, Erich Messerschmidt, Tom Stenehjem, Kevin Spice, and Herb Weigl

Members Absent: John Greenbaum

Staff Present: Mike Blumenthal and Kathy Russell

Staff Members Absent: Dale Shughart

APPROVAL OF MINUTES

Erich made a motion to approve the June minutes as corrected, Dave seconded the motion, and the motion carried.

PRESENTATIONS – Mike Ross with BL Companies gave a status report on the Master Trail Plan - Phase I implementation. Along with his presentation, Mike displayed an aerial map of the trail showing GPS markings. BL's goal is to compile waypoints along the trail which will enable them to tie waypoint markings into the computer, run an alignment, and station it. By the stationing, they will be able to identifying on the plan all proposed work on the trail, especially specific areas, i.e., bridge re-decking, culvert extensions, etc. Mike will look into trying to improve the accuracy of the waypoints. Five copies of the map were presented: 1 set to Erich, 1 set to Kevin, 1 set to Herb, and Mike will retain the final 2 sets in LRA's office. Mike also reported that several areas are being investigated for potential parking options.

STAFF REPORTS:

Solicitor (Dale Shughart) – Dale was not present at the meeting, but gave his report by a letter.

- Keystone Arms easement – Dale has received no further information from Dave. Tom C. will follow up with North Middleton Twp. on the status.
- Willow Crossing easement – After Dale's review of the Preliminary Plan for Keystone Arms, his suggestion is that Mike or someone sit down with Mark Carpenter at Middlesex Twp and have Mark show him/make copies of relevant documents so we know the actual status of this Trail Easement at the August meeting. Dave reported that he spoke with Mike Adler about the Home Owner's Association. Mike assured Dave that they still have recommended highly that they agree to the easement. Supposedly, their attorney, Mr. Sugarman from Lancaster, had some research that he needed to do. Dave contacted Mr. Sugarman's office and he was not available, but his staff said that they've never heard of Willow Crossing and they weren't even sure they represented Willow Crossing as a client. Dave is waiting for a response from Mr. Sugarman's office.
- Dr. Masland – Dale received no follow up information with regard to this proposal. Mark said he spoke with Dr. Masland and he said that he'd be happy to give us an easement. Mark will have Dale contact Dr. Masland to set up a meeting to discuss details. A survey may need to be completed in order to acquire this easement.
- Highland Park/Mullen / Lamberton - Mike and Dale have not had an opportunity to "walk" the trail in this area. Therefore, Dale is still lacking an understanding of how the trail gets from the Lamberton property to Bedford St. and where Highland Avenue sits in this "mix".
- Burgoon-Watercress Beds easement – Dale has not received a response to date from the Burgoon's attorney. If he still has no received a response by our August meeting, he will need to request direction from the board.

Executive Director (Mike Blumenthal)

- LeTort Park RR bridge ramp bill – McCorkel's bill for \$800 was submitted and approved for payment.
- LeTort Park RR bridge stolen lumber (uninsured) - \$500 estimate on the value of the stolen lumber. A police report has been filed.
- LNT culvert bridge repair / replacement
 - The sole suggestion from LRA board for remediation: "Get rid of the plywood, nail one more row of 2" X 4"s to the existing railroad ties, and call it a day" came from Erich.
 - Mike will circulate several potential weekend dates for a work day to repair the bridge. A day in August will be scheduled for members to rebuild the bridge.
 - Mike will purchase the necessary materials for the repair.

- Mike estimates that it will take approximately 2 man hours to remove the old bridge and approximately 8 man hours to reconstruct a new bridge.
- Mike sent out the 2008 municipal appropriation reminders requesting the same amounts as last year. The invoices were all in excess of what we actually received last year. Barb Wilson called to ask if a representative from the LRA could attend their budget meeting to explain why we need the extra funds. Mike feels if we would make a presentation to the budget planning people explaining the amounts requested are based on the population in each municipality, additional funds would be approved.
- Mike will call Kurt Stoner at the county to question why the LRA is a “middle man” with regard to paying this invoice. If the county can be the direct party on this matter and guarantee that the invoice will be paid, why do we need to be involved in the billing process? Mike will forward the \$8,720.00 invoice to the county to cover October 1, 2008 through September 30, 2009. We will discuss the results of the billing question at the August meeting.
- Keystone Arms delivered to Dale
- Dickinson Luce Projects 2007 – Lauren will handle this matter.
- The audit legal notice came in for the newspaper
- Trees across LSR near Mullen are at the dead-end. Mike reported that there are two trees across the trail and the crowns are in the creek. It was determined that this location is not the property of the LRA, and therefore, not our problem.
- Lamberton Middle School signage & trailhead – No word from Jim Flower. Mike will follow up.

COMMITTEE REPORTS

Finance / Budget – (Chairman, Tom Stenejem)

Monthly Financial Status

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

Receipts:	Plan review fee	\$0.00
	Interest (prior month)	\$82.63
	TOTAL Receipts	\$62.63

Tom reported that we paid bills as follows:

<u>July 2008 – Bills Requiring Approval:</u>		
Executive Director		
contracted fee	\$500.00	
travel -	\$25.02	
office expenses		
postage	\$25.20	
ED Subtotal	\$550.22	
Kathy Russell (Recording Secretary)		\$95.00
Dale Shughart		\$240.00
Erich Messerschmidt		\$122.50
Tom Stenejem		\$177.11
McCorkel Construction		\$800.00
The Sentinel (legal notice)		\$36.26
Brehm-Lebo (research & analysis)		\$507.10
BL Companies (MPP Phase 1 – trail improvement planning)		4,424.92
Kevin Benton, CPA (budget spreadsheet corrections)		50.00
SEK&Co (audit)		\$2,150.00
TOTAL bills requiring approval		\$9,153.11

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

Chris mentioned that BL Company's invoice was for the Phase I work that Mike Ross presented earlier. We have requested a check for \$5,533.50 from the county which will cover the \$4,424.92 bill.

Treasurer's Report:

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

<u>Commercial Checking Account:</u>		
Beginning balance of	\$100.00	
add transfer from Money Mgmt Acct	+\$9,153.11	
minus payment of July's approved bills	<u>-\$9,153.11</u>	
leaving a closing balance of		\$100.00

<u>Money Mgmt. - Growing Greener (Grant) Account:</u>		
Beginning balance is	\$12,813.44	
add deposit for plan review	+100.00	
add deposit for Penn Prime Grant	+\$2,000.00	
add interest (June '08)	+19.17	
minus transfer to checking (July bills)	<u>-\$9,153.11</u>	
leaving a closing balance of		\$5,779.50

Account Balance Breakout:

LeTort Funds (Regular Appropriation)	\$4,074.60
Spring Run Restoration Funding:.....	\$11,500.00
May - Brehm / Lebo.....	-\$660.00
June – McCorkel.....	-\$7,828.00
July – McCorkel.....	-\$800.00
July – Brehm / Lebo	-\$507.10
REMAINING.....	\$1,704.90

Closing Acct Balance: \$5,779.50

Savings Account:

Beginning balance is \$25.76; closing balance of **\$25.76.**

Certificates of Deposit

CD 45 (11 mo w/penalty @ 4.0% Mature: 1/11/09)
 (Purchased Feb. 12, 2008)
 Previous Month's Amount \$7,064.35
 Interest – June '08 \$22.82
Current Value..... \$7,087.17

CD 61 (11 mo w/penalty @ 3.0% Mature: 4/10/09)
 (Purchased 5/11/08)
 Previous Month's Amount \$4,242.12
 Interest – June '08 \$10.32
Current Value..... \$4,252.44

CD 62 (11 mo w/penalty @ 3.0% Mature: 4/10/09)
 (Purchased 5/11/08)
 Previous Month's Amount \$4,242.12
 Interest – April '08 \$10.32
Current Value \$4,252.44

GRAND TOTAL: \$ 21,497.31

2008 Budget - Tom reported that the budge is up-to-date and correct.

COMMITTEE REPORTS

Friends of LeTort (Lauren Imgrund) – No report – Nothing is being done on this matter – Friends will be removed from the agenda.

Information and Education (Kevin Spicer) – No report

Long Range Planning - (Chris Houston – Chairperson)

- Master Trail Plan presentation / resolutions – Chris reported that the Borough of Carlisle and North Middleton Township have both adopted the resolution accepting the plan. South Middleton Township will approve at the end of July. Middlesex Township's Planning Commission has heard the presentation and on August 7 at 7:30 p.m. it will be in front of the supervisors.
 - Tom C. made a motion that once all of these resolutions have been adopted, we will need to take formal action accepting the plan. Erich seconded the motion and the motion carried.
 - The BL invoice for the final balance of \$19,250.00 will be presented to the board for approval in August.

Easement & Nature Trail (Chairman, Dave Baric)

- Keystone Arms easement status – previously discussed.
- Willow crossing easement status – previously discussed.
- Burgoon easement status – previously discussed.

Project Review - (Erich Messerschmidt – Chairperson)

- The Orchards at Marsh Run – SMT – complete – they did a really nice job at taking care of the storm water infiltration.
- Cumberland County Assistance Building – SMT – fee received – no comments.
- Peace Center on Calvary Road – they responded to all of the comments - no additional comments.
- Request for municipal feedback on project review comments. Erich would like to hear feedback from the comments he makes on plans that he reviews. Erich will add a request at the end of his review letter asking for a response on how they intend to address his comments.

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

Water Quality (Lauren Imgrund) -

- ALLARM data report. – Lauren reported that the May/June/July reports look good.
- Luce Watershed-Based Integrated Field Semester 2007 (on CD). Mike has a copy of this CD and a summary of the students' report available if anyone is interested.

Public Comments – None

OLD BUSINESS – None

NEW BUSINESS:

- Miriam Crawfoot Award 2008 – There are currently no candidates for 2008.
- PMAA ballot certification – Lauren will certify this ballot.
- The Environmental Studies Department at Dickinson is commencing a campus-wide sustainability initiative. As a result, there are a number of professors looking for community-based volunteer events that their students can participate in this fall. Mike will contact Julie Vastine to discuss possible projects.
- Mike will e-mail board members the Mully Grub spelunking report from two of Candi Wildeman's students from 2000-2001.

ADDITIONAL AGENDA ITEMS:

- Penn PRIME Annual Meeting and Risk Management Seminar - Nittany Lion Inn, State College, PA Thursday, September 18, 9:00 a.m. – 4:00 p.m. – No interest
- Mike will contact the Carlisle Barracks and ALLARM to see if they would like to assign a representative to the LRA board.
- A bill from Strickler Insurance was received last month for \$750. It appears as though this was only a partial payment because an additional bill for a 2nd installment was received for another \$750, which will make a total of \$1,500.00. This second installment is due on July 25th. Erich made a motion to pay this bill, Herb seconded the motion and the motion carried.

Tom S. made a motion to adjourn the meeting; Erich seconded the motion, and the motion carried. The meeting adjourned at 8:52 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, August 21, 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