

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
August 21, 2008

The meeting was held on Thursday, August 21, 2008 at the Carlisle Community Center. Chris Houston called the meeting to order at 7:00 p.m.

ATTENDANCE

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

Members Absent: Dave Baric, Julie Vastine

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

APPROVAL OF MINUTES

Mark made a motion to approve the July minutes, Lauren seconded the motion, and the motion carried.

PRESENTATIONS – None

DISCUSSION

- CVTU Concerns Regarding Trail Plan
 - Pine Creek Trail: An example of shared / multiple use trails along EV streams.
 - Trail Management incorporate / execute a land preservation agreement with Western PA Conservancy.
 - DCNR support for shared / multiple use: Bureau of Forestry and Bureau of Recreation & Conservation.

Chris commented that CVTU seemed amenable to the idea that we would improve and expand the trail. The bottom line is that CVTU does not want bike traffic on the trail.

Chris has suggested the proposed language to amend the resolution:

“The Plan is acceptable to the township of South Middleton with the understanding that the LeTort Nature Trail be signed and managed in a manner to minimize potential user conflicts and to protect and promote the natural features of the area. Management adjustments are to be made as the need warrants and as trail use changes or increases in the future. Trail use regulations will be adopted and adjusted to protect natural resources and to minimize user conflicts.”

Tom S. made a motion to accept the verbiage as read by Chris. Erich seconded the motion and the motion carried.

Mike will send the proposed language to CVTU with a copy to South Middleton Township giving them a deadline of Wednesday, August 23rd to respond and comment. Chris will present a PowerPoint presentation, slides from Phase I, all points on why bikes should be permitted, and our formal request to adopt the proposed language at the South Middleton Township meeting on Thursday, August 28th at 6:00 p.m.

STAFF REPORTS:

Solicitor (Dale Shughart) –

- Willow Crossing easement – Dave is waiting for a response from Attorney Sugarman. Dale will call David Masland to discuss this easement.
- Keystone Arms – Mike contacted Greg Lebo, the Engineer for North Middleton Township, he promised to get Mike the documents describing how the trail is to be constructed. Greg will also look up the bond issue – did the bond expire on this contract?
- Burgoon-Watercress Beds easement status and trail route assessment – Burgoon’s attorney said they are willing to sign an easement agreement. Dale will prepare an agreement adding language to indicate that the improved portion of the trail (including the shoulders) will not exceed 12 feet.
 - The Easement Committee will review the easement proposal before our next meeting and come back to Dale with recommendations on suggested additions or revisions to the document.
 - Erich made a motion to give authorization to Dale to submit a first draft to Burgoon’s attorney; Lauren seconded the motion and the motion carried.
- Lambertson Middle School trail route assessment - Dale stated that the school district will need to decide where they want to locate the trail and where the best location is for a parking area. There are several issues with how the trail gets from the Lambertson property over onto Highland Avenue that should be worked out. Dale suggested that the next step may be to meet with the borough counsel planning and zoning committee and the school district to discuss these trail issues.

Executive Director (Mike Blumenthal)

- LNT bridge replacement
 - Goodyear Park bridge ownership – This bridge is owned by the Carlisle Borough and Carlisle School District.
 - September 27 is planned for a work day for bridge repair with Dickinson students & LRA members. Mike has put together a material and equipment list to remove the old bridge and replace it with a new bridge. Mike estimates the cost to be approximately \$500-\$700 with two man hours to remove the existing bridge and eight man hours to rebuild.
 - Mike will contact BL to see if their engineer can provide a bridge plan within our existing contract.
 - Mike will also contact the Carlisle Borough office to see if they will supply the remainder of their promised in-kind services.
 - Mark will contact Mark Heeb to see if he can supply bridge plans.
- 4th Annual Trails & Greenways Summit at Pocono Manor; September 28-30, 2008
 - Cost estimate for ED: \$547.00
 - Lodging \$298.00
 - Registration \$ 99.00
 - Subsistence & Misc. \$100.00
 - Mileage \$150.00

Tom C. made a motion to authorize spending approximately \$500 to send Mike to this summit meeting; Mark seconded the motion, and the motion carried. \$500 of the funds will come out of the Friends of LeTort and \$50 will come out of training.
- LRA web site management
 - Request for technical assistance / webmaster. Mike will talk with Julie at ALLARM to see if they can find a college student interested in doing an internship to perform a major overhaul / redesign of our website.

COMMITTEE REPORTS

Finance / Budget – (Chairman, Tom Stenejem)

Monthly Financial Status

Tom presented the August 2008 memorandum of bills as follows:

Receipts:	Plan review fee	\$100.00
	Interest (prior month).....	\$ 56.63
	South Middleton Twp	\$5,000.00
	Cumberland County.....	\$1,762.00
	TOTAL Receipts	\$6,918.63

Tom reported that we paid bills as follows:

<u>August 2008 – Bills Requiring Approval:</u>	
Executive Director contracted fee	\$500.00
travel -	\$46.80
ED Subtotal	\$546.80
Kathy Russell (Recording Secretary)	\$95.00
Dale Shughart	\$100.00
Erich Messerschmidt	\$148.75
Tom Stenejem	\$175.46
BL Companies (MTP Phase 1 – trail improvement planning)	\$1,250.00
TOTAL bills requiring approval	\$2,316.01

Tom C. made a motion to approve the August bills, Herb seconded the motion, and the motion carried.

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	+ \$750.00
minus payment of August's approved bills	- \$750.00
add interest (July)	+\$.62
add transfer from Savings for bills	+\$2,315.39
minus payment of approved Aug bills	-\$2,316.01
leaving a closing balance of	\$100.00

Money Mgmt. - Growing Greener (Grant) Account:

Beginning balance is	\$2,446.50	
minus transfer to checking (August bills).....	- \$750.00	
add for two plan review fees	+ \$100.00	
add – Grant – Master Trail Plan (County).....	+\$5,534.00	
add interest (July '08)	+ \$ 10.97	
minus transfer to checking (Aug. bills).....	-\$2,315.39	
leaving a closing balance of.....		\$8,459.08

Account Balance Breakout:

Spring Run Restoration Appropriation.....	\$11,500.00
(Rec'd 6/15/07 Gettys / Womax-Decered by Corps of Engineers) – Maintained Detail Acct as Expended	
May - Brehm / Lebo.....	-\$660.00
June – McCorkel	-\$7,828.00
July – McCorkel	-\$800.00
July – Brehm / Lebo	-\$507.10
BALANCE REMAINING	\$1,704.90
Regular Appropriation	\$6,754.18
Closing Balance	\$8,459.08

Savings Account:

Beginning balance is \$25.76	
Closing balance is	\$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	\$7,087.17
Interest – July '08	\$ 23.66
Current Value.....	\$7,110.83

CD 61 (11 mo w/penalty @ 3.0% Mature: 4/10/09) (Purchased 5/11/08)	
Previous Month's Amount	\$4,252.44
Interest – July '08	\$ 10.69
Current Value.....	\$4,263.13

CD 62 (11 mo w/penalty @ 3.0% Mature: 4/10/09) (Purchased 5/11/08)	
Previous Month's Amount	\$4,252.44
Interest – April '08	\$ 10.68
Current Value	\$4,263.13

TOTAL BALANCE ON DEPOSIT: **\$ 24,221.93**

Receipts for Deposit:

Plan Review Fee (1).....	\$100.00
Appropriation – South Middleton Township	\$5,000.00
Appropriation – Cumberland County	\$1,762.00

Total for Deposit: **\$ 6,862.00**

GRAND TOTAL OF AVAILABLE FINANCIAL ASSETS..... **\$31,083.93**

2008 Budget - Tom requested an adjustment to the budget: Under Grant Master Trail Plan, the amount for July should be \$5,534.00.

Tom S. questioned our premium with Strickler Insurance. In 2007, the insurance cost from Strickler was \$1,750.00. Our premium for 2008 rose to \$2,500.00. Tom called Strickler to ask why the amount was so much higher. He was told that our policy was amended to cover liabilities against board members. We have never been provided a copy of our actual policy and we've never gone forward in 2007-2008 with a renewal application. After a brief discussion, it was recommended that Mike shop around to see if we can get the same coverage with another company. We've paid \$1,500 so far to Strickler and it was recommended that no additional payments be made until this matter is resolved. We'll discuss this matter at the next meeting.

COMMITTEE REPORTS

Information and Education (Kevin Spicer) –

- Carlisle Green Festival 2008 (September 13 at LeTort Park) – Mike received a letter from Julie Vastine who is looking for organizations to participate in this event. The LRA has been invited to provide a display and have someone present to answer questions regarding the LRA, resources, and services. Kevin will not be available on this date. There was no interest from board members.

Long Range Planning - (Chris Houston – Chairperson)

- Master Trail Plan status
 - BL invoices / payment status – BL bills us as they perform work.
 - LRA Master Trail Plan Resolution – John G. made a motion to adopt this resolution; Tom C. seconded the motion and the motion carried.
 - Norfolk Southern RR – Chris has been in contact with Nick Stamos, who is Dickinson's Director of Facilities. Mr. Stamos is trying to make some contacts to get a dialog started. Chris also asked Mark Heeb to check to see if he knew of any other instances where they specifically have worked. It's going to be very difficult to get anything worked out with Norfolk Southern.
 - Cooperative solicitation with Dickinson (High I Partnership) – Chris reported that on September 9, there will be a public meeting at the borough office at 7:00 p.m. where they will be getting additional input on the downtown traffic study. Chris anticipates that the proposed traffic study will go to counsel in October and if they accept it, it will then go to PennDOT for their final acceptance.
 - Maine Rail Trail Legislation – The Maine state legislation will waive liability for the railroads participating in Rails to Trail programs.
- Phase I Implementation status:
 - Chris presented the completed plans to do the improvements to the existing nature trail. BL is essentially done.

Easement & Nature Trail (Chairman, Dave Baric)

- Masland property on Highland Avenue – previously discussed

Project Review - (Erich Messerschmidt – Chairperson)

- Sports Emporium – MT – They wanted to install bumper boats and drain the water into the LeTort – our answer was “NO” stick to the original agreement.
- Fairfield Street – SMT – Erich and Lauren reviewed this plan and gave several recommendations.

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

Water Quality (Lauren Imgrund) -

- ALLARM data report. – The August report is up-to-date. There were no significant changes
- USGS stream gauge report - Cumberland County are now the owner of these invoices and all future invoices will go directly to the county.

Public Comments – NONE

OLD BUSINESS –

- Miriam Crawfoot Award – There are no candidates for '08
- Trail condition at Keystone Arms (Greg Lebo) – previously discussed
- Carlisle Barracks representative on LRA - They are not returning Mike's calls. Mike will send a letter to the Garrison Commander.
- 2008 municipal appropriations
 - Municipal budget meetings? Mike will give the dates of the municipal meetings to board members so that we can make an effort for each board member to request to be placed on their perspective municipality's agenda to formally submit our budget request for additional funds.
- LeTort USGS stream gauge invoicing direct to CC - previously discussed.
- LeTort Corridor Atlas
 - Original e-files from Rettew – Mike will call RETTEW for the status of getting an electronic version of the Atlas.
 - Mike took the hard copy to Rowe's Print Shop and was quoted a price of \$78/copy. Having 7 copies will allow one copy for each municipality.
 - Updates? – None

NEW BUSINESS: None

ADDITIONAL AGENDA ITEMS: None

Tom S. made a motion to adjourn the meeting; Erich seconded the motion, and the motion carried. The meeting adjourned at 8:58 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, September 18, 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