

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
May 19, 2016

The meeting was held on Thursday, May 19, 2016, at the Carlisle Community Center. Andy Parker called the meeting to order at 7:02 p.m.

ATTENDANCE

Members / Representatives

Present: Sandy Kern, Andy Parker, James Ruhl, and Herb Weigl

Members

Representatives Absent: Bill Berwick, Dennis Burkett, Holly Smith

Guest Present

Alan Howe

Staff Present:

Kathy Russell

PUBLIC COMMENT - None

PRESENTATIONS - None

ANNOUNCEMENT - None

APPROVAL OF MINUTES - James made a motion to approve the April minutes. Sandy seconded the motion, and the motion carried.

Administrator - (Kathy Russell) - No report

COMMITTEE REPORTS

Finance / Budget - (Herb Weigl)

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month		
Friends Cash Contribution		+\$287.00
South Mountain Partnership Mini-Grant		+\$725.00
Prior month Interest		+\$10.44
TOTAL RECEIPTS		+\$1022.44

Bills Requiring Approval:

Administrator	-\$300.00
TOTAL BILLS requiring approval	\$300.00

Herb made a motion that the May monthly bill in the amount of \$300.00 be approved for payment. James seconded the motion, and the motion carried.

Treasurer's Report:

BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)

Beginning Balance	\$100.00	
Transfer from Business Savings Acct	+\$300.00	
Paid bills	-\$300.00	
Closing Account Balance		\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning Balance	\$14,607.52	
Interest	+\$.61	
Transfer from SMP Supp Savings	725.03	
Transfer to Checking	-\$300.00	
Closing Account Balance		\$15,033.16

BUSINESS MONEY MGMT SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$11,923.81	
Donation	+\$287.00	
Interest	+\$.51	
Closing Account Balance		\$12,211.32

BUSINESS SUPPLEMENTAL SAVINGS, SOUTH MOUNTAIN PARTNERSHIP GRANT

Beginning Balance	\$.03	
Received Final Grant Payment	+\$725.00	
Transfer to Bus. Savings	-\$725.03	
Closing Account Balance		\$.00

CERTIFICATE OF DEPOSIT #40 (24 Month)

Beginning Balance.....	\$5,080.25	
Interest.....	<u>+\$5.18</u>	
Closing Account Balance.....		\$5,085.43

CERTIFICATE OF DEPOSIT #42 (19 Month)

Beginning Balance.....	\$5,036.98	
Interest.....	<u>+\$4.14</u>	
Closing Account Balance.....		\$5,041.12

TOTAL FINANCIAL ASSETS ON DEPOSIT:..... \$37,471.03

Budget Report

Friends of LeTort – James Ruhl

- o Earth Day fund raiser at Market Cross Pub – Raised \$287.00.
 - Sandy sent a note to Jeff Goss and his daughter Ashley Corby thanking them for their efforts in this fund raiser.
 - Market Cross is interested in sponsoring this event again next year.

Grants – Andy Parker

- SMP Mini-Grant status
 - o Press Release – Sandy will be taking a photo of the garden project and sending out a press release.
 - o Project Closeout - We received the final payment of \$725.00.
- Cumberland Valley Visitors Bureau mini-grant – approved for trail counters only.
 - o Alan reported that the trail counters are doing satisfactorily.
 - o Two counters are in operation.
 - o The Bonnybrook counter has been loaned out to Pine Grove Furnace State Park.
 - o Paul at Shippensburg University is working on analyzing the current data.
 - o Holly wanted to remind Alan that approximately 400+ people walked the trail near Lamberton Middle School during the week of May 2-5.
- Faulkner Subaru's Sponsorship
 - o Andy will order the four trail map boxes
 - o Sandy has ordered:
 - 20 static window clings for our business sponsors that say "Proud sponsor of the Friends of the LeTort".
 - 4 all-weather coated stickers that say "Provided by Faulkner Subaru" for the top of the trail map boxes.
 - o Herb will update the logos on the kiosk.

Audit – James Ruhl –

- o As requested by the auditor, Herb is working to confirm that the LRA PayPal account has been closed.

Information and Education – Holly Smith –

- Holly emailed Andy regarding the Bosler Library's Summer Reading Program.
 - o We had discussed this matter at the April meeting and agreed to allow a letterbox be placed on the trail for the library's scavenger hunt program.
 - o Andy will follow up with Holly to make sure the library knows that it is acceptable to the LRA.
- Recent Press Releases
 - o The Cumberland County Historical Society and the Central Pennsylvania Conservancy will be holding a talk on Thursday, June 30 at 6 p.m. at the Historical Society.
 - Historian and LeTort Spring landowner, Loraine Luciano, will discuss the spring run's cultural legacy.
 - Candy Wilderman, founder of ALLARM, will discuss the stream's environmental legacy and monitoring data collected.
 - The public is invited.
- Public Speaking – none scheduled
- Website – Holly is working with Pixel & Hammer to get our website updated.
 - Partnership for Better Health logo has been changed on our website.
 - Faulkner Subaru logo has not yet been added.
 - Web statistics were available for review.
 - A new "Friends" contact, John Adams, is interested in volunteering for trail maintenance, water quality managing, watershed protection, and control of invasives.
 - Holly will contact him.
 - Dennis and Holly still need to discuss quotes in addition to Cross & Crown for an overhaul of our website
- Facebook –
 - Faulkner Subaru press release has been posted on Facebook.
 - Garden and photos have been posted on Facebook.
 - Board openings have been posted on Facebook.
 - Invitations have been sent to local FB Friends to "like" the page.

Nature Trail – Holly Smith –

- CVTC report (in schedules months)
- Trail maintenance –
 - Andy will review his notes and come up with a list of maintenance needs for the trail.
 - Andy commented that we will soon need to schedule mowing on the trail.
 - Rob Weibley did the mowing in the past, however, we requested a certificate of insurance from him several times, and he did not provide us with this document.
 - One of the conditions of the grant we received is that our contractors have a certificate of insurance.
 - The LRA liability insurance also requires a certificate of insurance.
 - We may have to put out a request for proposal to get another mowing contractor.
 - Please let Andy know if you know someone who might be interested in the mowing job.

Long-Range Planning & Easements - Andy Parker

- Cumberland Conservation Collaborative report (Herb) – The next meeting is scheduled for Monday, June 13th at 6 p.m.
- CPC Purchase of Burgoon Property – No Report

Stream Ecology – Bill Berwick

- ALLARM report and analysis – No Report
- CVTU stream improvement – Not much activity. CVTU sent out a list of stakeholders. Andy added some names to this list.

Project Review - Andy Parker –

- Warehouse MT – Andy will review

OLD BUSINESS:

- Board Vacancies – Cumberland County, Middlesex Township, North Middleton, Carlisle Borough.
 - James has submitted his bio information and resume to Cumberland County for consideration.
 - Alan has submitted his information to the Carlisle Borough for consideration.
 - No current prospects for Middlesex Township.
 - Andy will follow up with the gentleman who expressed an interest in serving on the board.
 - No current prospects for North Middleton Township.
 - We will put up a sign at the plant fest to advertise these two openings.
- UGI Pipeline –
 - UGI accepted our revisions to their agreement and agreed to our \$9,176.00 fee.
 - Andy came up with the \$9,176 figure by taking the assessed value of the property (calculates out to about \$.92 / sq. ft.) times the size of the easement they are taking (approximately 30' X 300') and then adding the legal costs that we will incur.
 - We're giving them a 30' easement, but they are only clearing 15'
 - They are taking a construction easement
 - They will restore their disturbance with native species of our choosing.
 - They are doing many things to minimize their footprint on our property.
 - Sandy made a motion to accept the easement offer from UGI. Herb seconded the motion, and the motion carried.
 - Andy and Sandy will execute two original agreements.
 - Kathy will notarize the two originals and send them via Federal Express to Chrysa Meyers at Henkeis & McCoy.
- Sunoco Mariner East Pipeline – Nothing new to report

NEW BUSINESS:

- The 2016 Master Gardner Plant Fest will be on Saturday, May 21, 2016, from 8:00 a.m. until 1:00 p.m. at the Cumberland Service Center located at 310 Allen Road, Carlisle, PA.
 - Andy, Herb, and Kathy volunteered to man the LRA booth.
- Crawfoot Award – 2016 – No meetings have been scheduled.
 - Andy nominated the Carlisle Garden Club for the organizational award.
 - We will discuss individual awards at a later date.
- Cumberland County Planning Department – County Tax Map / Property Owner Inventory
 - Andy approached the Planning Department to get the names of the property owners located in the watershed.
 - They are willing to work with us, but they are hesitant to give us the names and address of people because they don't want them used for fund raising and solicitation purposes.
 - Andy is looking for some input on what type of information we are interested in getting from the planning department.

- Updates on population statistics.
- How many people are living in the watershed?
- How many are in South Middleton versus North Middleton vs. Middlesex?
- This information may be helpful when applying for future funding.

- Thank you's – Jerry Gapp and Erich Messerschmidt
 - We will be naming the LeTort Park Bridge in honor of Jerry Gapp's service to the LRA.
 - Since it is hard for Jerry to get to the bridge to see the plaque, we will also be presenting him with a copy of the book from the CPC entitled: "The LeTort: A Limestone Legacy".
 - We will get this book signed by present and past board members.
 - James will take measurements of the bridge and research where to purchase the signage plaque.
 - Herb will contact James with the name of the company he used for previous plaques.
 - Alan will contact Gail Black to see where she purchased the plaques for the dog park and advise James.
 - We will be naming a section of the trail for Erich Messerschmidt.
 - The dedication of the bridge and trail section will be scheduled for sometime early fall 2016.

- Andy spoke with Katie Hess at the walkability summit. She would like to meet with Andy to get a better idea of what the mission of the LRA is and how the South Mountain Partnership can better support our efforts.
 - Andy will work with Katie to set up a meeting.

- Andy responded to a Subpoena and Record Requests for Heller Gas. The inquiry is regarding our knowledge of sink holes on this property. Andy spoke with the attorney handling this matter and provided him with the 2011 LRA project review letter for the land development plan. Andy will sign the certification and return it.

COMMENTS AND CONCERNS:

James made a motion to adjourn the meeting. Sandy seconded the motion, and the meeting adjourned at 7:47 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, June 16, 2016, at 7:00 p.m. at the Carlisle Community Center in Carlisle, PA.

6/20/16
Date Adopted


Sandy Kern, Secretary

Prepared by: Kathy L. Russell