

LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY
May 15, 2014

The meeting was held on Thursday, May 15, 2014 at the Carlisle Community Center. Andy Parker called the meeting to order at 7:02 p.m.

ATTENDANCE

Members Present: Dave Cornett, Jerry Gapp, Sandy Kern, Erich Messerschmidt, Andy Parker, James Ruhl, Holly Smith, and Herb Weigl

Members / Representatives Absent: Jinnie Woodward, Lorin Snyder, and James Wilkinson

Staff Present: Mike Blumenthal and Kathy Russell

PUBLIC COMMENT: None

APPROVAL OF MINUTES

Jerry made a motion to approve the April minutes. Sandy seconded the motion, and the motion carried.

PRESENTATIONS - None

Recording Secretary (Kathy Russell) – No report

Executive Director: (Mike Blumenthal) –

Mike is working on updating the contact information of committee members on the LRA roster. He will redistribute the roster once it has been updated.

We're still waiting for Ty McPhillips to be appointed as a Carlisle Borough Representative to the LRA. Andy will follow up with the Borough.

COMMITTEE REPORTS

Finance / Budget – (Herb Weigl):

Monthly Financial Status

The memorandum of bills is as follows:

Receipts:

Current Month	
Receipts	+ <u>\$00.00</u>
	\$00.00
Prior month	
Interest	+ <u>14</u>
TOTAL Receipts	\$.14

Bills Requiring Approval:

Executive Director	-\$300.00
Kathy Russell (Recording Secretary)	- <u>95.00</u>
TOTAL bills requiring approval (Subtotal)	\$395.00

Imprest Funds

Supplies.....	- <u>\$0.00</u>
Total Imprest expenditures:	\$0.00

TOTAL BILLS:..... \$395.00

Erich made a motion to approve payment of the May bills totaling \$395.00. Jerry 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	+395.00	
Paid April bills	- <u>395.00</u>	
Closing Account Balance		\$100.00

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND

Beginning balance is	\$1,903.27	
Interest (April).....	+ .09	
Trfd to Bus. Checking Acct.....	- <u>\$395.00</u>	
Closing Account Balance		\$1,508.36

BUSINESS MONEY MGMT SAVINGS, FRIENDS OF THE LETORT

Beginning Balance	\$1,976.91	
Interest (April)	+ 05	
Closing Account Balance		\$1,976.96

NON-BANK FINANCIAL ACCONTS

IMPREST FUND – Cash on Hand for Mike

Imprest Fund Beginning Balance	\$150.00	
Paid April Imprest Fund Bills (Cash) –	-0.00	
Imprest Fund (Reimbursement)	+0.00	
Closing Imprest Fund		\$150.00

PAYPAL ACCOUNT, FRIENDS OF THE LETORT:

Beginning Balance	\$00.00	
Donations	+\$0.00	
PayPal Fee	-\$0.00	
Trfd to Friends Savings Acct	-\$0.00	
Closing Account Balance		\$0.00

TOTAL FINANCIAL ASSETS DEPOSITED: **\$3,735.32**

ON HAND FOR DEPOSIT

Friends Cash Donations.....	0.00	
Plan Review Fee.....	\$0.00	
Closing Account Balance.....		\$0.00
		\$3,735.32

Herb submitted the financial summary to the recording secretary for entry into the minutes.

A brief discussion was held regarding the "Municipal Contribution" receipts section of the budget.

- If we adjust the anticipated receipts to show what amount we are actually requesting, knowing we are not going to receive the funds, it will cause the rest of the budget to be out of sync.
- It was thought that the best approach would be to show the amounts that we have requested, and once the municipality budgets have been approved, we would then adjust the figures to match.
- Mike will add the anticipated amount of \$1,600.00 for Cumberland County, which is the amount we requested.
- The reserves calculation may also need adjusted.
- It was suggested that we have an LRA representative attend the various municipal and township meetings to personally address the groups when requesting funds be added to their budget for the LRA.
- DCNR grant closeout status (*Mike*) :
Mike reported:
 - o All paperwork has been submitted.
 - o He needs to send DCNR photos of the trail signs. (This does not impact or hold up the grant process).
 - o Lorin is coordinating with CVVB on scheduling the ribbon-cutting ceremony for the trail signs.
 - Andy will follow up with Lorin.
- Herb made a motion to appoint Jerry, Lorin, and James to the LRA Audit Committee to be chaired by Jerry. Erich seconded the motion and the motion carried.

Friends of LeTort (Jerry Gapp) –

Jerry reported:

- Our presentation meeting to the Carlisle Exchange Club has been rescheduled for September.
- He talked with the incoming president of the Carlisle Rotary Club who felt that our presentation would be an excellent idea for his organization.
 - o Jerry will contact their program director to schedule and finalize.

Information and Education (Dave Cornett)

- The local events calendar was provided by Dave.
- Plant Fest on May 17 at Cumberland County Service Center Penn State Extension Office on Allen Road from 8:00 a.m. – 1:00 p.m.
 - o Dave will set up a table with display at this event.
 - Andy will contact Rowe’s to have a supply of the Friends’ application forms and trail maps (100 each) printed.
 - Herb will pick up the copies from Rowe and see that Dave gets them.
- Website status and update (Holly)
 - o Holly will be available to work on this project after the next two weeks.
 - o Herb contacted Jerry Wilks with the CCC inquiring about the website platform he used to create the CCC’s website.
 - The platform used was WIX.
- Facebook updates (Ty) – No report

Nature Trail (Erich Messerschmidt)

- CVTC report [in scheduled months] - No report
- Erich stated that he didn’t think the trail needed to be mowed at this time.

Long-Range Planning & Easements (Andy Parker)

- Next directions for the LRA – No report
- Cumberland Conservation Collaborative report (Herb) – The next meeting will be on Monday, May 19th @ 6:00 p.m. in the CVVB meeting room, which is in the basement of the Carlisle Borough Hall. All are welcome to attend.

Stream Ecology (Holly Smith)

- ALLARM report and analysis (Jinnie) [in even months]
 - Holly reviewed and commented on ALLARM's report.
 - The test sites that are on the file do not appear to match the map.
 - Holly will review and fix
 - Holly plans to accompany the Dickinson College students on one of their future reading days and take photos of the test sites.
 - This information can be added to the website and be included with the presentation material.
 - Erich would like to see an evaluation when there is a reading that is outside the norm.
 - Mike would like to know the weather conditions on the days of the readings; i.e. temperature, cloud cover, rain, sunny, etc.
 - Jinnie is on maternity leave through the beginning of August.
 - June's test results will be sent either by Julie Vastine or ALLARM's summer lab coordinator Andrew McGowan.

Project Review - (Andy Parker) –

- Andy received a new plan to review (a garage and office along Trindle Road next to the proposed funeral home). He will report on it at the next meeting.

OLD BUSINESS:

- Cleanup Day on May 3
 - Erich reported that:
 - 5 LRA member, 2 Friends, and 2 Carlisle Garden Club members attended the cleanup day.
 - 18 bags of trash were collected.
 - CVC donated the services of Waste Management for the trash pickup.
 - 5 gallons of waste oil and several tires were picked up.
 - Carlisle Borough disposed of these items.
 - 2 campsites in Goodyear Park were also cleaned up.
 - Erich submitted our report and photos for the cleanup day.
 - Sandy suggested that the news article from the Sentinel, Erich's report, and trail photos be added to the LRA website.
- Herb continues to work with the Carlisle Garden Club, Carlisle Borough, and Holly Smith to coordinate the planting area at the LeTort bridge by the park.
 - The area has been measured and is about 75 feet wide.
 - This garden was originally meant to keep people from cutting across a segment of the trail.
 - The LRA is not interested in constructing another 75 foot segment of trail to connect these two segments.
 - Several suggestion for a solution were:
 - An informal trail with mulch
 - A stepping stone / slate path
 - Fencing off the area with a split rail fence
 - Large nature rock border of landscaping
 - Primarily native perennial plants will be used for the plantings.

NEW BUSINESS:

- Herb reminded everyone that he and his wife will be hosting a LRA picnic to be held at their home on Saturday, June 7th.
 - A signup sheet was distributed to sign up to bring a covered dish.
 - Please RSVP to Herb by June 1st.
 - Herb anticipates approximately 30 attendees:
 - 16 staff and representatives from the LRA
 - Herb will also invite Tom Stenehjem, Chris Houston, and Mark Bishop.

Erich made a motion to adjourn the meeting. Dave seconded the motion and the motion carried. The meeting adjourned at 8:10 p.m.

NEXT MEETING

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, June 19, 2014 at 7:00 p.m. to be held at the Carlisle Community Center in Carlisle, PA.

6/20/14
Date Adopted
Prepared by: Kathy L. Russell

Sandra Kern
Sandy Kern, Secretary