

LETORT REGIONAL AUTHORITY  
415 Franklin Street  
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORITY  
August 21, 2014

The meeting was held on Thursday, August 21, 2014 at the Carlisle Community Center. Andy Parker called the meeting to order at 7:05 p.m.

**ATTENDANCE**

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

*Members /*

**Representatives Absent:** Dave Cornett, Lorin Snyder, James Wilkinson, and Jinnie Woodward

**Staff Present:**

Mike Blumenthal and Kathy Russell

**PUBLIC COMMENT:**

None

**APPROVAL OF MINUTES**

Erich made a motion to approve the July minutes. Sandy seconded the motion, and the motion carried.

**PRESENTATIONS** - None

**Recording Secretary** (Kathy Russell) – No report

**Executive Director:** (Mike Blumenthal) – No report

**COMMITTEE REPORTS**

**Finance / Budget** – (Herb Weigl):

**Monthly Financial Status**

The memorandum of bills is as follows:

**Receipts:**

<b>Current Month</b>	
Plan Review Fees .....	+100.00
Municipal Contributions - (North Middleton Twp.) .....	+1,500.00
Friends Cash Contributions .....	+100.00
<b>Prior month</b>	
Interest .....	+ .23
<b>TOTAL Receipts.....</b>	<b>+\$1,700.23</b>

**Bills Requiring Approval:**

Executive Director .....	-\$300.00
Kathy Russell (Recording Secretary) .....	- 95.00
The Sentinel .....	-63.10
Rob Weibley (Mow and trim trail) .....	-525.00
<b>TOTAL bills requiring approval (Subtotal) .....</b>	<b>\$983.10</b>

**Imprest Funds**

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

**TOTAL BILLS: .....** **\$983.10**

Herb made a recommendation to pay the August bills totaling \$983.10. 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 .....	+63.10
Paid July bills .....	-63.10
Transfer from Business Savings Acct .....	+920.00
Paid July bills .....	-920.00

**Closing Account Balance .....** **\$100.00**

**BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND**

Beginning balance is .....	\$2,694.94	
Interest (July) .....	+ .18	
Deposit Appropriation – N Middleton Twp .....	1,500.00	
Deposit Plan Review Fee .....	100.00	
Trf'd to Bus. Checking Acct .....	-\$63.10	
Trf'd to Bus. Checking Acct .....	<u>-\$920.00</u>	
<b>Closing Account Balance .....</b>		<b>\$3,312.02</b>

**BUSINESS MONEY MGMT SAVINGS, FRIENDS OF THE LETORT**

Beginning Balance .....	\$1,965.01	
Deposit Donation .....	100.00	
Interest (July) .....	+ .05	
<b>Closing Account Balance .....</b>		<b>\$2,065.11</b>

**NON-BANK FINANCIAL ACCONTS**

**IMPREST FUND – Cash on Hand for Mike**

Imprest Fund Beginning Balance .....	\$150.00	
Paid Imprest Fund Bills (Cash) – .....	-0.00	
Imprest Fund (Reimbursement) .....	+0.00	
<b>Closing Imprest Fund .....</b>		<b>\$150.00</b>

**PAYPAL ACCOUNT, FRIENDS OF THE LETORT:**

Beginning Balance .....	\$00.00	
Donations .....	+\$0.00	
PayPal Fee .....	-\$0.00	
Trf'd to Friends Savings Acct .....	-\$0.00	
<b>Closing Account Balance .....</b>		<b>\$0.00</b>

**TOTAL FINANCIAL ASSETS DEPOSITED: .....** **\$5,627.13**

**ON HAND FOR DEPOSIT**

Friends Cash Donations .....	\$0.00	
Plan Review Fee .....	0.00	
<b>Closing Account Balance .....</b>		<b>\$0.00</b>
		<b>\$5,627.13</b>

Friends of LeTort (Jerry Gapp) –

- Friends status report –
  - Presentations to service organizations in Carlisle are continuing.
  - The next presentation to the Exchange Club is scheduled for September 9<sup>th</sup>.
  - We received a new senior membership.
- South Mountain grant status - No report

Information and Education (Dave Cornett)

- The local events calendar – No report.
- Public speaking schedule:
  - August 21 – Rotary Club – 12:00 p.m. - Elks Lodge
  - September 9 – Exchange Club – 6:00 p.m. - Cumberland Crossings Community Center
- Website / Facebook stats and updates (Holly) –
  - Holly added the ribbon-cutting ceremony press release and photo to our website.
    - She will also try to find the link to the CBS 21 news story to add to the site.
  - Holly and Mike met with 717 Studios:
    - 717 Studios staff members understand our limited budget and are willing to work with us within that budget.
    - They suggested that we use Facebook to reach the community.
  - The website should work like a brochure, and the Facebook page can be the forum for people to post photos and comments.
    - We need to determine how to get the community involved.
    - Who is our audience and what are they looking for?
    - Do we want to invite just Friends members to our Facebook page or allow anyone to post?
    - Who will be the webmaster responsible for posting and updating the information?
      - Holly enjoys doing this type of work and would be happy to volunteer to do this task.
    - Provide easy uploads, i.e., board minutes, news feeds, photos, etc.
    - Search engine-friendly.
    - Important to interface with Facebook
  - We are not happy with the current product that we got from 717, so we have some hesitancy to use them again.
  - Andy will contact Chuck Kester to inquire if he might be interested in doing some web design work on the side.
  - Holly will check with other nonprofit organizations to ask who designed their websites and see if she can find some sample websites that we review.

- Sandy suggested that we work on adding information in the LRA trail kiosk.
  - LRA Brochure
  - Updated Trail Map
  - Events Calendar
  - Friends Information

#### Nature Trail (Erich Messerschmidt)

- Biddle Mission Cleanup – No report
- CVTC report – (in scheduled months) – No report
- CVVB ribbon-cutting report (Lorin) – This event went well but was not well attended. We had good press coverage from the Sentinel and CBS 21 News.
- Trail Maintenance Committee (Andy) –
  - Erich reported that there were two trees down, one in the stream and one on the trail.
    - One large tree was downstream of the quarry and upstream of the railroad bridge.
      - Erich contacted Andy who helped to remove some of the tree.
      - Trout Unlimited members did the bulk of the work.
    - Another tree was snapped at the bottom and held up by vines over the trail.
      - Thanks to Andy, this tree was also removed.
  - Our trail mower/trimmer has been concentrating on trimming rather than mowing at the request of Erich.
    - Erich asked him to concentrate on trimming back the trail.
    - He is currently working on the back side of the trail, and it looks good.
  - Erich inquired about a LRA gasoline-powered trimmer.
    - Mike has the trimmer in his office.
    - Erich and Andy will take a look at it and get some maintenance work done on it, i.e., have it overhauled and sharpened.
    - James will provide a contact name and number for a small engine repair guy.

Andy is working on a letter/email to send to the Friends members asking for volunteers to either help with a cleanup crew, particularly after a storm where we have a lot of branches on the trail, and/or at least be our eyes and ears and report when trees are down on the trail.

- A message was received on our website from Ben Mummert saying that he is willing to serve as a trail steward and, among other tasks, remove trees that are down on the trail and address invasive plants.
  - Herb will contact Ben and send him a Friends application.

#### Long-Range Planning & Easements (Andy Parker)

- Land Partnership Grant –
  - Cumberland County has a Land Partnership Grant that the LRA could potentially be eligible for.
    - Requires a 50/50 match.
    - For a trail project they would give up to \$100,000.
    - We don't feel that we have the financial resources to meet the match at this time.
    - Andy is trying to schedule a meeting with the county to discuss how we may be able to overcome the financial side of this grant.
- Mike asked Jerry if he has contacted the Carlisle Area Health & Wellness Foundation, now called the Partnership for Better Health, regarding a grant available through the CCC. This item was discussed at the June meeting.
  - The grant would pay for education materials that improve the health of the community.
  - There is no match – it is a 100% grant.
  - Jerry will contact Doris Ditzler 960-9009 (X7) or April Ashway, grants assistant, (X0) to inquire about the grant.
- Cumberland Conservation Collaborative report (Herb) – They have a Cumberland County Cleanup Action Day on September 20; however, we decide that we are not going to participate.
- Herb commented that we missed an opportunity that we worked on very hard.
  - Dickinson College offered the use of approximately 25 students for a one-day event on August 29, a Community Action Day for the entering students. We did not have a project at this time large enough to accommodate that large of a group.
  - Dickinson College's initial request was for a water-based activity; however, we couldn't come up with a project that quickly.
  - Herb suggested that we begin to plan in April 2015 on projects that we could use toward the end of August when the students arrive.
  - This is an ongoing event that we should utilize.

#### Stream Ecology (Holly Smith)

- ALLARM report and analysis (Jinnie) [in even months]  
Holly:
  - Reported that all figures look good.
  - She will be going out with ALLARM in October to do sampling and take some site photos.
- Holly commented that there was a Dickinson professor who identified the toxin in the sediment of the Conodoguinet Creek that comes from sealcoating driveways. It would be interesting to see if the LeTort and other streams that lead into the Conodoguinet are also affected.

- o Herb commented that, about a decade ago, some pretty extensive sediment studies of the LeTort were done by a Dickinson professor. They did a lot of sampling and detected heavy metals and other pollutants that came from the roads.
- o Herb thought that if we go back to those studies that we could establish a good baseline.
  - A good starting place to look for this study would be to check with ALLARM.

Project Review - (Andy Parker) –

Andy reviewed and commented on his concerns about a plan for an automatic car wash project in North Middleton Township at Keystone Arms.

**OLD BUSINESS:** NONE

**NEW BUSINESS:**

- Andy received a South Middleton Township newsletter that stated that they are entering their budget cycle.
  - o Andy suggested that he and Jerry make an appointment to talk to Cory and suggested that the other board members do the same with their municipality/township.
  - o We should sit down and work on our budget for 2015 and figure out whether we are going to request additional money.
  - o Sandy suggested that these budget meetings would be a good time to give presentations to the municipalities and townships and to stress the importance and value of the LeTort Authority.
  - o Herb will do some research and try to email each member by Thursday with a history of each municipality/township's contributions for the last 4-5 years.
- The newsletter also mentioned that the township/municipalities won a stormwater award at the Annual State Conference of the State Association of Township Supervisors for the LeTort Spring Run Sustainable Storm Water Pilot Project.
- We received word yesterday that William Berwick was approved as the new Carlisle Borough Representative to the LRA.
  - o Jerry suggested that we request a resume from him to determine his background and skills so that he can be assigned to a committee.
  - o Mike will contact William and give him Andy's contact info.
- After Herb's presentation at the Rotary Club meeting, Gail, the president, approached Andy and asked if the LRA would be interested in a community service day project in April.
  - o This is another project that we should keep in mind and a project that may coincide with the CCC spring countywide day.
- It was suggested that April would be a great time to trim along the trail before vegetation gets too thick.

Erich made a motion to adjourn the meeting. James seconded the motion, and the motion carried. The meeting adjourned at 8:22 p.m.

**NEXT MEETING**

The next regular meeting of the LeTort Regional Authority is scheduled for Thursday, September 18, 2014 at 7:00 p.m. to be held at the Carlisle Community Center in Carlisle, PA.

10/6/14

Date Adopted

Prepared by: Kathy L. Russell

Sandy Kern

Sandy Kern, Secretary