LETORT REGIONAL AUTHORITY
415 Franklin Street
Carlisle, PA 17013

MINUTES OF THE LETORT REGIONAL AUTHORIT9Y
October 17, 2024

The meeting was held on Thursday, October 17, 2024, at the Stuart Community Center. Andy called the meeting to order at 7:00 p.m.

ATTENDANCE

Members / Reps Present Bob Ackerman, Michael Jean, Ben Mummert, Andy Parker, Curtis Stevens, Don Ward, and Mark White

Member/Rep Absent Heather Novack

Staff Present Kathy Russell

PUBLIC COMMENT – None

PRESENTATIONS – None

ANNOUNCEMENTS

- Members of the Dickinson College Jewish community participated in a Letort clean up on Sunday, September 29. Clean up focused on the streambank in Letort Park, the area between Letort and Goodyear Park, the Mully Grub stream, and Letort streambank adjacent to Letort Elementary. Curt supervised this clean up event.

APPROVAL OF CONSENT AGENDA –

Minutes: Bob made a motion to approve the Consent Agenda, except for the financial summary and budget. Curtis seconded the motion and the motion carried.

Administrator – Kathy sent Ms. Dawn Fentress a thank you letter for her contribution of $1,500.00 to the LRA which is earmarked for use in constructing a trail maintenance shed along the trail to house the tools needed to maintain the trail.

COMMITTEE REPORT

Financial / Budget

Andy requested an updated budget report. He will need this report for our insurance renewal and for municipal contribution requests. Curt will work with Michael to provide this report.

Monthly Financial
The memorandum of bills is as follows:

Receipts:

Unpaid Bills requiring approval:

Administrator - Services	-$360.00
Version Phone Bill	
ALLARM – (yearly water quality monitoring)	-$1,000.00
Unpaid Bills Subtotal	**-$1,360.00**

TOTAL BILLS and FEES: ..... -$1,360.00

Michael made a motion to approve the bill totaling $1,360.00, Mark seconded the motion and the motion carried.

Deposits

Deposits to our Members 1st account. Andy made a $6,900.00 deposit - SMT contribution and two plan review fees ($500 and $400) went into our checking account. The $1500 check from Dawn went into the Supplemental Savings – Restricted Funds account.

Michael reported that he researched three banking institutes.

- PNC –
  - They were the most pleasant to deal with
  - Offer 4.55% interest on 4-month CDs
  - Minimum of $1,000.00
- Wells Fargo –
  - Not interested in working with us.
- M&T –
  - Offer 3.5% interest on 4-month CDs
  - Minimum of $1,000.00

Michael made a motion to recommend that we close our account with Members 1st and set up a new account with PNC. Bob seconded the motion and the motion carried.

All board member signatories will need to go into PNC to sign on the new account.

We had a $5,700.00 CD that matured in September. Unfortunately, they had already rolled it into a new CD. It will be tied up until 3/17/27 at 1.193%.

- Michael made a motion to move the CD to a 4.5% or better CD option with PNC. Bob seconded the motion and the motion carried.
- Andy will check on the penalty for early withdrawal at Members 1st.
- Andy will work on closing the accounts with Members 1st.

PLEASE NOTE: DUE TO TREASURER TRANSITION, THE MONTHLY FINANCIAL SUMMARY WAS NOT UPDATED THIS MONTH. FOLLOWING ARE THE MEMBERS 1ST ACCOUNT BALANCES FOR AUGUST.

Financial Summary –

Treasurer's Report:
BANK ASSET ACCOUNTS:

BUSINESS CHECKING ACCOUNT (07)
Closing Account Balance $12,461.07

BUSINESS SAVINGS ACCOUNT (00) GENERAL FUND
Closing Account Balance $47,186.95

BUSINESS MONEY MARKET SAVINGS, FRIENDS OF THE LETORT
```Closing Account Balance $16,018.77

BUSINESS SUPPLEMENTAL SAVINGS, RESTRICTED FUND -01
Closing Account Balance..... $100.49

CERTIFICATE OF DEPOSIT #51 (29 Month) (Matures 09/16/24)
Closing Account Balance..... $5,688.61

TOTAL FINANCIAL ASSETS ON DEPOSIT: $81,455.89

Friends of Letort – ***Mark White***

- Database of Friends for Volunteer Opportunities – continues to be updated.

Grants – ***Bob Ackerman***

- Cumberland County Land Partnership grant – Status – Ben
  - We need to get the grant signed
  - Grant closure date 12/31/24
  - Interpretive Sign Ideas – Still working with Ben
- CAEDC Local Share Accounts Grant – Bonnybrook Bridges (September 2024).
  - Bob reported that the CAEDC board will be meeting on November 19th.
  - There is no guarantee we will be awarded this grant.
- CCCD Mini Grant –
  - Grant Awarded - $2,500.00.
  - Contract has been signed
- Susquehanna River Basin Commission (SRBC) Grant
  - Finding the source of the Letort project.
  - Bob is halfway through the work on applying for this grant.
  - The application is due by the end of October.
- POWER Grant is outstanding – Andy will follow up.

If we get the SRBC grant, together with the CCCD grant, that will be $7,000.00 total. The project is estimated to run about $9,000.00, but that includes a lot of in-kind services.

Bob Ackerman made a motion to authorization to apply for the SRBC grant, Mark seconded the motion and the motion carried.

Kathy sent out a notice that the Partnership for Better Health has a grant available, but it must be applied for through a 501c3 organization. Please let Andy know if anyone has any ideas on a project to pursue.

Audit – ***Curtis Stevens –*** No report

Information and Education **– *Ben Mummert / Bob Ackerman***

- Recent press releases, Facebook page updates, Next-Door – no report

Nature Trail – ***Ben Mummert***

- Trail vegetation management and plant schedule – no report

- Mural Project Status – Bob / Heather – Information has been provided to DCNR for Scenic River concurrence.
- Letort Garden – Need to remove 2 walnut seedlings – Ben or Andy will try to remove the seedlings.
- ADA Improvements (Kelsey Yost Smith) – Ruts and gravel deposits at Lamberton trailhead; Gaps in the spring crossing south of S. Spr Garden; Large gavel, mucky surface, and truck traffic at the Quarry Crossing. – No update
- CPC is working with Kinsley Construction on an ADA connection from their parking lot to the Letort Trail. – No update

Long Range Planning & Easement - Andy Parker

- Sally Shambaugh CPC Easement transfer –
  - CPC put it back on the LRA.
  - We need to get a notarized letter from Sally stating that she owns the property.
  - Ben will follow-up with Sally.
- Project Priority Subcommittee Discussion – No report

Stream Ecology – Mark White – No report

Project Review

- Morgans Crossing Townhomes – SMT – Andy reviewed and commented.
- RV Storage Facility, MT – Andy reviewed and commented that there is no containment system for any spills that may occur.
- State Avenue, Lot 19, SMT – Andy reviewed and commented. They will share existing stormwater. They need to make sure stormwater facilities are functioning properly.

Old Business

- Trail Mt. Bike features –
  - Michael received a picture of a tree down on the trail.
  - Michael removed the tree.
  - Michael interacted with two bikers on the trail who expressed an interest in volunteering to help build trail features.
  - We need to determine the impact of creating side trails.
  - Bob will review the language in the Recreation Land Use Act to determine if any improvements will compromise our immunity.
  - Michael was asked to present a plan of what features he plans to construct and where they will be placed.
- Tool Shed on trail
  - Michael is waiting for direction from the LRA board members.
- Carlisle School District (Letort Elementary School) Nature Center and Environmental Program.
  - Ben will text Holly to follow up and inquire on what the plans are for the school.
  - The school needs upgrades.

New Business –

- Insurance Renewal
  -
- We Conserve PA – No report
- 2025 Municipal Contribution Requests
  - Andy has prepared the contribution request letters for the townships, county, and Carlisle Borough.
    - South Middleton - $6,000.00
    - North Middleton - $2,000.00
    - Middlesex - $3,000.00
    - Cumberland County – $2,000.00
    - Carlisle Borough - $2,500.00
  - Michael made a motion to send out the request letters at the amounts listed above. Curtis seconded the motion and the motion carried.
- Bob reported that he attended the Cumberland County Forum for Local Land Conservation on October 2. They are about 90% Agriculture Preservation.

Michael made a motion to adjourn the meeting, Andy seconded the motion and the motion carried. The meeting was adjourned at 8:00 p.m.

NEXT MEETING The next regular meeting of the Letort Regional Authority is scheduled for Thursday, November 21, 7:00 p.m.

Curtis R. Stevens

Curtis Stevens, Secretary

11/21/24

Date Adopted