



A Subsidiary of CAEDC

### **MEETING MINUTES**

The Rec Management Group met on **March 20, 2026** @ 8:30 a.m.  
at 230 S Sporting Hill Rd, Suite 100, Mechanicsburg, PA 17050

### **ATTENDANCE:**

Janet Anderson, Jon Cox, Jill Gaito, David Luo, and Andrew Notarfrancesco

### **CAEDC STAFF/OTHERS WHO APPEARED BEFORE THE COMMITTEE:**

Kirk Stoner, CC Planning Department, Charlie Thompson, PennLive,  
Julie Koranda, Greg Welker, and Doreen Edwards

### **CALL TO ORDER**

A quorum being present, the meeting was called to order at 8:37 a.m.

### **PROJECT STATUS UPDATES**

#### *Frog Switch Property:*

Jill Gaito updated the REC Management Group on the following:

- Notice of Intent to Remediate filed under the Act 2 program, pursuing non-used aquifer designation; addressing arsenic via the background standard.
- Notifications issued to both North Middleton Township and Carlisle Borough. A 30-day public comment period is underway; the borough has until April 2nd to request a Public Involvement Plan (public meeting with DEP). North Middleton Township is not expected to request a meeting.
- Volpe to return to the field approximately mid-May for supplemental data collection supporting Act 2 statistical analyses. Data collection will not change Phase 2 findings or impact planned below-ground demolition. Data expected mid-June.
- PA Sites' first reimbursement request had items requiring adjustment; kicked back to GMS. Resubmission is expected later that day or early the following week. Timeline from submission to payment is approximately 45 days (processed through the comptroller's office).
- Environmental Covenant — Exhibit B: Concern raised regarding language that appeared to apply the non-residential land use restriction to entire parcels (12 acres) rather than the landfill footprint proper (5 acres). DEP is consulting with legal counsel for clarification and potential clean-up of Exhibit B.

#### *Tyco & Kuhn Property Updates*

- No significant updates. Status quo on both properties.
- Tyco Woda is continuing work on their items. Jersey barriers are now in place at Tyco.
- The auto parts retailer associated with Kuhn is in their due diligence cycle.

#### *Other Updates:*

##### *LeTort Regional Authority – Rails to Trails Initiative*

- Representatives of the LeTort Regional Authority (principals: Andy Parker, Brad Mitchell, Bob Ackerman) approached REC Management Group at a prior borough appeal hearing, requesting a discussion related to the Frog Switch site.
- LeTort is developing a regional trails network (Shippensburg to Mechanicsburg) and is in regular conversation with Norfolk Southern about rails-to-trails conversions.
- LeTort intends to engage Norfolk Southern regarding the rail spur from Carlisle Barracks to High Street, with the goal of acquiring that parcel for trail use. They will share current and future vision trail maps with REC Management Group.
- REC Management Group expressed openness to the idea. No ownership interest in the Norfolk Southern parcel, but trail development would complement site redevelopment and could support

connectivity for adjacent properties (including the old manufactured gas plant, which may be for sale).

- Jill Gaito suggested a potential heritage park component (DCNR-eligible) to commemorate the industrial history of the site. LeTort's timeline aligns with REC Management Group's project schedule.
- Kirk Stoner confirmed LeTort and Cumberland Valley Rails Trails are reputable organizations. Brad Mitchell was noted to also serve as a North Middleton Township Supervisor.
- REC Management Group invited LeTort to attend future management group meetings and reach out with questions.

## **MINUTES**

On a motion by David Luo, seconded by Jill Gaito, the Group approved the minutes of the February 20, 2026, meeting. The motion passed.

## **FINANCIALS & APPROVAL TO PAY INVOICES**

### *Financial Statements*

Julie reported on the financial statements and current cash position as of March 18<sup>th</sup>.

On a motion by Jon Cox, seconded by Jill Gaito, the Group accepted the financial statements ending February 28, 2026. The motion passed.

### *Invoices*

The Group reviewed the invoices provided in their meeting packets (spreadsheet).

On a motion by Jon Cox, seconded by David Luo, the Group approved invoices as follows:

- Invoices under REC Main and REC Tyco are to be paid
- Outstanding invoice for BL Companies to be paid upon receipt of LSA Reimbursement
- All REC FS, LLC invoices, except the SR Duffie invoice, are to be paid after the necessary funds have been transferred from the Line of Credit.

Jill Gaito abstained from the GMS Invoice. The motion passed.

## **OLD BUSINESS**

### *Ratifications:*

RFQ – Civil Engineering Services awarded to FSA

Carlisle-based firm with prior experience with the Real Estate Collaborative.

- Contract value: approximately \$47,000
- Scope includes NPDES permit work (6–9 month process) and survey services, supporting the developer RFQ process. A 10-foot grade change across the switch site was noted as significant context for future developers.
- NPDES permits are required before any subsurface excavation; above-grade demolition may proceed without them. Work begins immediately upon award.

On a motion by Jon Cox, seconded by Janet Anderson, the Group ratified the payment and funds transfer for General Liability Insurance. The motion passed.

RFP – Hazardous Material Abatement Awarded to Retro Environmental

Retro Environmental (Baltimore-area firm with significant local market presence) was the most competitive and complete bid for in-building hazardous material abatement, including asbestos, foundry sand, and lead-based paint.

- Contract value: approximately \$463,000.
- DEP filings for abatement have been submitted; no local demolition permit required. DEP green light confirmed.
- Mobilization target: within approximately one month. Plans for insurance and public safety will be assembled following the award notification.

On a motion by Jon Cox, seconded by David Luo, the Group ratified the award of the RFP Hazardous Material Abatement Services to Retro Environmental. The motion passed.

#### Insurance — General Liability / PA Sites Loan

On a motion by Janet Anderson, seconded by Jon Cox, the Group ratified the General Liability Insurance payment and funds transfer. The motion passed.

#### Demolition Contract Award — F.R. Beinke

F.R. Beinke was selected as the most competitive and complete contractor for building demolition following thorough due diligence and de-scoping.

- F.R. Beinke recently completed the Harrisburg State Hospital demolition three months ahead of schedule, one of the best safety ratings among submitted large demolition contractors.
- Contract Value: Approximately \$815,000
- Insurance exceeds projected requirements

On a motion by David Luo, seconded by Jill Gaito, the Group approved the Demolition Contract Award for F.R. Beinke. The motion passed.

#### *Other Old Business*

##### Demolition Permit Fee

- Demolition permit (\$100) was resubmitted to the borough on March 19.
- Resubmission was required within 7 days of the appeal ruling (deadline: March 31st).
- Borough ordinance does not mandate a timeframe for acting on the permit; a minimum 15-day hold applies.

On a motion by Jon Cox, seconded by David Luo, the Group approved the payment of the Demolition Permit fee. The motion passed.

#### **NEW BUSINESS**

##### *Developer RFQ Authorization*

- SR Duffie is preparing a Developer RFQ as a screening step, to be followed by an RFP. Significant qualification requirements are anticipated.
- Target issuance: 2–3 weeks from this meeting, before the next management group meeting.

On a motion by Jon Cox, seconded by Janet Anderson, the Group authorized SR Duffie to release the Developer RFQ upon satisfactory review of the Management Group prior to the next meeting. The motion passed.

##### *Updated Project Schedule*

- SR Duffie to distribute an updated project schedule, reflecting the most recent contract awards and demolition permit submission. Schedule to be shared with the Management Group for their information.

##### *Authorization to Sign Loan Closing Documents*

On a motion by Jon Cox, seconded by Jill Gaito, the Group authorized the appropriate officers to sign closing documents for both the PA Sites Loan and the EPA Brownfields Revolving Loan Fund (RLF) when ready. The motion passed.

#### **ADJOURNMENT**

On a motion by Jon Cox, seconded by Janet Anderson, the meeting was adjourned at 9:22 a.m.

At the conclusion of the meeting, Charlie Thompson, Penn Live, asked a few questions in which the Chair responded.