



SEDA-COG JOINT RAIL AUTHORITY MEETING
Wednesday, March 08, 2023
Union County Government Center, Lewisburg, PA
12:30 p.m.

AUTHORITY MEMBERS

Frank Dombroski, Montour County
Russ Graham, Centre County
John Gummo, Clinton County
Scott Harvey, Lycoming County
Lisa Hoover, Northumberland County (via teleconference)
Bob Hormell, Northumberland County
Rick Jenkins, Columbia County (via teleconference)
Brent Jones, Clinton County
Michael Krentzman, Mifflin County (via teleconference)
Dave Park, Snyder County
Rob Postal, Mifflin County (via teleconference)
David Schultz, Lycoming County
John Spsychalski, Centre County
Jennifer Wakeman, Montour County
Matt Weigle, Columbia County (via teleconference)
Eric Winslow, Union County (via teleconference)

JRA OPERATOR

Jeb Stotter, President & CEO
Diana Williams, Treasurer/Controller
Jeff Pontius, Penn Valley Railroad

GUESTS

Mark Rosner, Carload Express
Erik Bergenthal, Carload Express Legal Counsel (via teleconference)
Sam Simon, Esq., Houston Harbaugh (for Carload Express) (via teleconference)
Andy Richards, Vice President of Bellefonte Historical Railroad Society

JRA LEGAL COUNSEL

John Bee, Esq., McQuaide Blasko

JRA CONSULTING PROFESSIONALS

Dan Mazur, Operating Agreement Consultant
Jason Shura, P.E., Stiffler McGraw (via teleconference)
Jeff Stover, Consultant (via teleconference)

JRA STAFF

Michelle Ballou, Program Assistant
Steven Beattie, Executive Director
Kyle Postupack, Property & Maintenance of Way Manager

CALL TO ORDER

Call to Order

The Chairman called the meeting to order at 12:38 p.m.

Pledge of Allegiance

The Chairman led the Pledge of Allegiance.

Welcome – Chairman’s Statements

The Chairman stated that the use of audio or video recording devices at the public meeting is permitted. The Authority does not require pre-registration for recording purposes; however, any individual intending to record all or any part of the meeting must notify the Chairman or the Executive Director in advance of such recording. If the Authority recesses to Executive Session, no recording of that session shall be permitted.

Public Forum

The Chairman asked if there is any public comment to come before the Board. There were no public comments.

ADMINISTRATIVE ITEMS

Approval for Amended Agenda

Mr. Beattie stated he was contacted by the attorney for Prime PA, LLC. For approval of a licensing agreement that had been prepared one year ago. The closing is on March 23, 2023. There is an urgent need for license approval to prevent any delays resulting in additional costs to the buyer. Mr. Beattie is seeking a motion to approve the amended March 2023 Board Agenda for the consideration of a licensing agreement with Prime PA, LLC for two private crossings. This subject will be discussed further in the meeting and is listed under Section E, Reports for Committees, Property Management Committee.

Mr. Park made a motion for the Board to approve the revised agenda. Mr. Winslow seconded the motion; motion carried.

Approval of the February 8, 2023, JRA Meeting Minutes

Dr. Spychalski made a motion for the Board to approve the February 8, 2023, JRA Meeting Minutes; Mr. Postal seconded the motion; motion carried.

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Treasurer's Report

Mr. Harvey presented the Treasurer's Report for the month of February 2023, as well as the JRA's Loan Summary, Money Market Account Financial Statement, the PIB Loan Financial Statement, and the JRA's detailed accounting associated with the operating fees paid by the Operator. Mr. Jenkins inquired about the returned check fee listed under cash disbursements. Mr. Postupack is working with the utility company to obtain reimbursement for the returned check.

Mr. Hormell made a motion for the Board to accept the Treasurer's Report for the month of February 2023; Mr. Schultz seconded the motion; motion carried.

Staff Report and Events Calendar

- Mr. Beattie summarized the status of various construction projects and calendar highlights.
- Mr. Beattie attended KSRRRA meeting at the State Capital on March 1, 2023.
- He attended a kick-off meeting with NSHR marketing/business development staff. The meetings will be monthly for 6 months for catch-up activities and will likely become quarterly thereafter.
- Mr. Postupack and Mr. Shura recently attended the PUC meeting with PennDOT to discuss a new grade crossing and entrance project on Montour Street in Montoursville into the Williamsport Regional Airport. The JRA will not be contributing any funding to this project and engineering costs will be reimbursed. The project is between the Montoursville Borough and PennDOT.
- Mr. Postupack met with organizers of the upcoming Ironman Triathlon regarding the bike portion of the race, which will cross over the Water Street public grade crossing in Mill Hall. To ensure the runners' safety, there will be a flag person on site provided by the operator. The event organizer will be covering the cost of the flagging.
- The Hy-rail inspection on the NSHR was completed for the new 7.8-mile section of track between Bloomsburg and Berwick, that will be upgraded from Class I to Class II.
- Mr. Postupack attended field view meetings with Mr. Shura and North Shore Railroad staff to discuss project details for the SVRR Section 130 Grade Crossing Corridor that are set for safety upgrades beginning in late summer or early fall of 2023.
- Mr. Postupack met with electrical contractors to obtain quotes for upgrades to overhead lighting needed at the LVRR Engine House. He also met with HVAC contractors to obtain quotes to replace PTAC Units at the LVRR Office.
- Mr. Postupack met with Point Township officials to discuss tree removal and brush cutting needed along the NSHR ROW for a future Township sewer project.
- Mr. Beattie stated that there were two large checks for RTAP 2015 which pays the final balances for bridge work that occurred in 2022.
- The Milesburg Bridge MOU has been signed by the Borough. All paperwork has been completed, and the multi-modal grant agreement from PennDOT is expected to be received shortly.

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Operator Status Report

A copy of the Operator's Report was provided to Board members via email and copies were provided to Board members at the meeting. Mr. Stotter stated the tree trimming has been completed at the Maitland and Burnham Branches in addition to both sides of Route 322 Crossing.

OLD BUSINESS

Bridge Engineer's Report

- Mr. Shura reviewed the Bridge Engineer's Report provided in the meeting packet. He stated that the Shamokin Valley Corridor Crossings plan and QA/QC have been completed. There are some supplemental survey details that are expected to be received the week of March 20th. Mr. Shura stated that the bid packet will be presented at the next board meeting in April.
- The 2021 RTAP Bridge Bundle - Lycoming County - Mr. Shura stated that he is awaiting comments from The Bureau of Rail Freight.
- Nittany & Bald Eagle Milesburg Multi-Modal Bridge had a pre-application meeting with the DEP on January 30th. It was suggested we consider a twin cell box culvert in lieu of the single span, and after some research, Mr. Shura agreed with the recommendation. This option will eliminate nearly all the channel work, resulting in structural and permit cost savings.

NEW BUSINESS

Joint Rail Authority 40th Anniversary

Mr. Beattie stated that this year marks the JRA's 40th Anniversary. A list of potential ideas was presented for the board to consider and also to develop a final budget to acknowledge this milestone anniversary. After much discussion it was agreed that Mr. Graham, Mr. Gummo, Mr. Park, & Mr. Hornell will work with Mr. Beattie on ideas for commemoration of the milestone, along with a budget.

REPORTS FROM COMMITTEES

PROPERTY MANAGEMENT COMMITTEE

HVAC Upgrades to LVRR Office

Mr. Postupack presented three quotes from HVAC contractors for the replacement of six packaged terminal air conditioners or PTAC units in the LVRR office. The units to be replaced are antiquated and not working well. The replacement units will be much more efficient and quieter.

Contractor	Quote
Anchor Air Systems LLC	\$14,900
PlumbingMasters	\$18,920
Dixon A.C. & R Corporation	\$18,928

Mr. Schultz made a motion for the Board to approve the Anchor Air Systems LLC quote of \$14,900 for six replacement air conditioner/PTAC units, contingent on quote clarification with adequate specifications; Mr. Park seconded the motion; motion carried.

PRIME PA, LLC PRIVATE GRADE CROSSING LICENSE AGREEMENT

Mr. Postupack stated that Prime PA, LLC is purchasing KVS North on DRIVE property which contains two private grade crossings. Prime PA, LLC will be assessed an annual fee of \$4,000 for two commercial-grade crossings (\$2,000 per crossing) and will be subject to annual CPI increases in addition to a one-time \$880 application fee per the JRA fee schedule.

Mr. Dombroski made a motion for the Board to approve The Prime PA, LLC Grade Crossing License Agreement; Mr. Park seconded the motion; motion carried with Ms. Wakeman abstaining.

PASSENGER EXCURSION COMMITTEE

Dr. Spsychalski stated that the passenger excursion time table for 2023 has been completed and approved by the Passenger Excursion Committee. The dates have been confirmed with the sponsor, Penn Valley Railroad LLC, and the Operator.

Mr. Spsychalski made a motion for the Board to approve the draft passenger excursion timetable for 2023; Mr. Gummo seconded the motion; motion carried.

LEGAL

Operating Agreement Consultant's Report

Mr. Dan Mazur presented the Operator's year-end financial and the 2023 budget via PowerPoint.

2022 Transportation Expense Ratio

- Target: About 43%
- Results for 4Q 2022
 - Lower than Target
 - Lower than 2021
 - Lower than 2022 Budget
- Results for all of 2022
 - Lower than Target
 - Slightly lower than 2021
 - Slightly lower than 2022 Budget

2022 Maintenance of Way Ratio

- Target: About 21%
- Results for 4Q 2022
 - Higher than Target
 - Higher than 2021
 - Significantly higher than 2022 Budget
- Results for all of 2022
 - Higher than Target
 - Lower than 2021
 - Lower than 2022 Budget

2023 Budget Transportation Expense Ratio

- Target: About 43%
- 2023 Budget
 - Lower than Target
 - Slightly higher than 2022

2023 Budget Maintenance of Way Expense Ratio

- Target: About 21%
- 2023 Budget
 - Higher than Target
 - Significantly higher than 2022

Mr. Mazur stated that he has additional and detailed information but recommended discussing that confidential and proprietary information in executive session. Asst. Solicitor Bee stated he has nothing further to discuss in public session and recommended that the Board recess into executive session.

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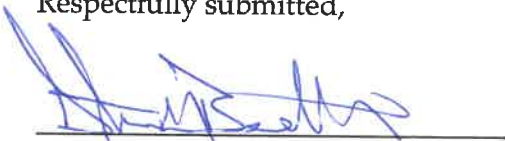
Attorney Schrack stated he has nothing further to discuss in public session and recommended that the Board recess into executive session.

Chairman Graham recessed the regular meeting at 1:36 p.m. to convene into executive session at 2:00 p.m.

Chairman Graham reconvened the regular meeting at 3:14 p.m.

With there being no further business to come before the JRA Board, Chairman Graham adjourned the meeting at 3:15 p.m.

Respectfully submitted,



Steven M. Beattie, Executive Director

I hereby certify these minutes were approved by the SEDA-COG Joint Rail Authority Board of Directors on April 12, 2023.



Secretary/Assistant Secretary