



**SEDA-COG JOINT RAIL AUTHORITY MEETING MINUTES**  
**Wednesday, January 10, 2024**  
**Union County Government Center, Lewisburg, PA**  
**12:30 p.m.**

**AUTHORITY MEMBERS PRESENT**

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

**JRA OPERATOR**

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

**GUESTS**

John Ashbridge, Carload Express (via teleconference)  
Sam Simon, Esq., Houston Harbaugh (for Carload Express) (via teleconference)  
Justin Skavery, Northumberland County Planning Commission/Keystone Recreation Assn  
Richard Robey, Northumberland County Industrial Development Authority

**JRA LEGAL COUNSEL**

John Bee, Esq., McQuaide Blasko (via teleconference)  
Thomas Schrack, ESQ., McQuaide Blasko

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**JRA CONSULTING PROFESSIONALS**

Dan Mazur, Operating Agreement Consultant  
Jason Shura, P.E., Stiffler McGraw (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 12:33 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**

**ADMINISTRATIVE ITEMS**

**Approval of the December 13, 2023, JRA Meeting Minutes**

*Dr. Spychalski made a motion for the Board to approve the December 13, 2023, Joint Rail Authority Meeting Minutes; Mr. Harvey seconded the motion; motion carried.*

**Report of the 2024 Nominating Committee**

Committee Chair Winslow presented the proposed slate of JRA Board officers for 2024:

Chairman:	Russell Graham	Asst Secretary:	Brent Jones
Vice-Chairman:	Scott Harvey	Treasurer:	Jennifer Wakeman
Secretary:	Michael Krentzman	Asst Treasurer:	Lisa Hoover

Solicitor Schrack stated the requested action is a motion to accept and approve the proposed slate of officers to serve as officers for the 2024 Joint Rail Authority year.

*Mr. Gummo made a motion for the Board to accept and approve the slate of officers for 2024 as presented; Dr. Spsychalski seconded the motion; motion carried.*

**Election of Officers**

Solicitor Schrack stated the requested action is a motion to accept and approve the proposed slate of officers to serve as officers for the 2024 Joint Rail Authority year.

**Appointment of Committees**

Chairman Graham appointed the members to serve on the JRA committees for 2024.

Rick Jenkins is stepping down as Chairman of the Property Management Committee and Dave Park has agreed to take over the chairmanship of the Property Management Committee.

Property Management Committee: Dave Park (Chair), Frank Dombroski, Russ Graham, Lisa Hoover, Robert Hormell, Rick Jenkins, Brent Jones, Rick Maloyed, Jennifer Wakeman, and Eric Winslow.

Passenger Excursions Committee: John Spsychalski (Chair), John Gummo (Vice-Chair), Russ Graham, Frank Dombroski, Patty Perez, and Eric Winslow.

Governance Committee: Chairman: Rob Postal (Chair), John Spsychalski (Vice-Chair) Scott Harvey, Jennifer Wakeman, Eric Winslow, and Russ Graham.

Operating Agreement Committee: Michael Krentzman (Chair), Scott Harvey (Vice-Chair), John Gummo, Lisa Hoover, John Spsychalski, David Schultz, and Russ Graham.

**Treasurer's Report**

Ms. Wakeman presented the Treasurer's Report for the month of December 2023, as well as the JRA's Loan Summary, Money Market Account Financial Statement, the PIB Loan Financial

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Statement, and the JRA's detailed accounting associated with the operating fees paid by the Operator.

*Mr. Jenkins made a motion for the Board to accept the Treasurer's Report for the month of December 2023, Mr. Park seconded the motion; motion carried.*

**Staff Report and Events Calendar**

- Mr. Beattie summarized the status of various construction projects and calendar highlights.
- The 2013 Ford Taurus was sold at a publicly advertised online auction for \$3,250.00. JRA staff are finalizing the paperwork.
- The final accounting of the 2023 Passenger Excursions has been completed. The counts were slightly lower than 2022. The BHRS had 2,250 total number of riders during their three weekends of excursions during October and December.
- JRA staff and Solicitor are coordinating with Mifflin County to seek recognition of property tax immunity status for the Burnham North Yards property. We have submitted a request to the Board of Assessment Appeals and is likely to go before the Board in February.
- MS-4 Williamsport – JRA staff was made aware of Representative Fleming from Dauphin County regarding a Memorandum dated January 6<sup>th</sup>, 2024, stating his support of stormwater fees to be paid by the Commonwealth through new potential legislation. Mr. Beattie will continue to follow these movements in Harrisburg.
- Milesburg Bridge - JRA staff continues to coordinate with the Borough Secretary and Authority solicitors to obtain the necessary right-of-way. One of two agreements have been executed with adjacent property owners. Bidding is delayed until this issue is resolved.
- Growing Green Grant was not awarded to the JRA for stabilization project on Selinsgrove Industrial Track. JRA staff are discussing other options because the need remains.

**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 provided the Operator's activities and rail traffic overview. NSHR has been awarded a grant for the phase one track replacement.

**OLD BUSINESS**

**Bridge Engineer's Report**

- Mr. Shura reviewed the Bridge Engineer's Report provided in the meeting packet.
- Contract 2024-01 & 2024-02 RTAP 2021 NBER Bridge Rehabilitation Contract – Received approval from the Bureau of Rail Freight. The project was advertised, and bids are due

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February 7, 2024. Anticipating presentation at the February Board meeting. Construction to begin sometime in 2024.

- Contract 2024-03 RTAP 2021 JVRR Bridge Rehabilitation Project – Approval has been received from the Bureau of Rail and Freight. Bids will be due March 28<sup>th</sup>.
- Lycoming Supply has completed physical work on the LVRR RTAP Contract - Substantial completion punch list/inspection meeting took place on Dec 22<sup>nd</sup>. Mr. Shura is working with Lycoming Supply to complete the punch list items and closeout paperwork.
- Contract 2023-03 North Shore Railroad Pipe Culvert Replacement at Mile Post 207.66 – Mr. Shura will continue to work with Lycoming Supply to prepare for field work. Construction is expected to start on Monday January 15<sup>th</sup>.

**NEW BUSINESS**

**Approval of NARCOA Track Car (Speeder) Run Schedule**

A request has been received for 2024 track car (“speeder”) runs proposed by sponsor organization, NARCOA. All dates have been approved by the Operator and JRA Staff. The proposed speeder run dates are:

Saturday, May 18, 2024 – North Shore Railroad (NSHR)  
Sunday, May 19, 2024 - Shamokin Valley Railroad (SVRR)  
Saturday, June 1, 2024 – Lycoming Valley Railroad (LVRR)  
Sunday, June 2, 2024 – Nittany & Bald Eagle Railroad (NBER)  
Saturday, November 23, 2024 – North Shore Railroad (NSHR)  
Sunday, November 24, 2024 – Union County Industrial Railroad (UCIR)

*Dr. Spychalski made a motion to approve the NARCOA Speeder Run Schedule for 2024 upon submission of acceptable certificate of insurance to JRA staff for proposed events; Ms. Wakeman seconded the motion; motion carried.*

**Change Order for Contract 2023 – 01 (LVRR Bridges)**

- Contract 2023-01 is part of RTAP 21 funding: the rehabilitation of two on the LVRR (Bridge 189.66 and Bridge 174.48). The contract award was in the amount of \$186,826, approved by the Board on July 12, 2023.
- Contract increase of \$1,752.44 was negotiated with Lycoming Supply, Inc. for additional placement of concrete for larger blister repair that is originally shown on contract drawings. This change order will increase the Contract Amount to \$188,578.44.

*Mr. Hormell made a motion to approve Change Order No. 1 for Contract 2023-01 in the amount of \$1,752.44; Mr. Dombroski seconded the motion; motion carried.*

**Payment Application No. 1 for Contract 2023-01**

- Contract 2023-01 is part of the RTAP 21 funding: the rehabilitation of two bridges on the

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LVRB (Bridge 189.66 and Bridge 174.48. The contract award was in the amount of \$186,826, approved on July 12, 2023, by the Board.

- This project was deemed substantially complete on December 22, 2023, with only minor punch list items to be completed.
- Payment Application No. 1 includes Change Order No. 1. This payment application is in the amount of \$178,628.44. \$9,9950.00 will be retained for punch list items.

*Mr. Schultz made a motion to approve Payment Application No. 1 for Contract 2023-01; Mr. Gummo seconded motion; motion carried.*

**Approval of Juniata Valley Railroad (JVRR) PennDOT Section 130 Safety Upgrades Engineering Agreement**

- The JRA has been approved for Section 130 funding for Kish Pike, Walnut Street, Delaware Avenue, and the On-ramp to Route 522/322. PennDOT has authorized the JRA to proceed with Engineering.
- This project will be bid in late summer/early fall 2024 and construction will occur in summer of 2025.
- Engineer Shura and JRA staff have reviewed the project costs, scope, and schedule. Engineer proposes to complete all phases of design, permitting, PennDOT coordination, bidding administration, contract administration and inspection for \$51,000.

*Mr. Park made a motion to approve the Stiffler McGraw Confirmation of Assignment in the amount of \$51,000 for engineering services for JVRR Section 130 Safety Upgrades; Mr. Postal seconded the motion; motion carried.*

**REPORTS FROM COMMITTEES**

**Property Management Committee**

**Keystone Recreation Association (KRA) Proposed Trail Easement Discussion (SVRR – Mt. Carmel Twp.)**

- JRA staff was contacted by Northumberland County Planner, Justin Skavery, regarding a potential agreement to use a portion of JRA property for a pedestrian trail.
- The JRA property is the old Shamokin Valley & Pottsville track bed that comes off the SVRR Main Line near the Yellow Hill Runaround.
- The trail would not be within the right-of-way of the SVRR Main. KRA is working to enter in to agreements with property owners adjacent to the SVRR for their trail project.

There was a discussion with Board members on the proposed pedestrian trail and it was agreed that additional information is needed before a decision can be made.

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**LEGAL**

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

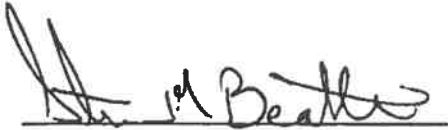
Chairman Graham recessed the regular meeting at 1:29 p.m. to convene into executive session at 1:35 p.m.

Chairman Graham reconvened the regular meeting at 1:53 p.m.

Solicitor Schrack stated that the JRA Board held an executive session with Solicitor and JRA staff concerning ongoing litigations. No action was taken in executive session and no action is to be taken at this time.

With there being no further business to come before the JRA Board, Chairman Graham adjourned the meeting at 1:54 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 February 14, 2024.



Secretary/Assistant Secretary

