



SEDA-COG JOINT RAIL AUTHORITY MEETING MINUTES
Wednesday, Jan. 8, 2025
Union County Government Center, Lewisburg, PA
12:30 p.m.

AUTHORITY MEMBERS PRESENT

Frank Dombroski, Montour County
Russ Graham, Centre County
Scott Harvey, Lycoming County
Lisa Hoover, Northumberland County
Robert Hormell, Northumberland County (via teleconference)
Rick Jenkins, Columbia County (via teleconference)
Brent Jones, Clinton County
Michael Krentzman, Mifflin County
Rick Maloyed, Snyder County
Keri Miller, Centre 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)
Chuck Wunz, Union County

JRA OPERATOR

Jeb Stotter, President & CEO
Diana Williams, Treasurer/Controller

GUESTS

Jeff Pontius, Penn Valley Railroad
Jeff Snyder, Clinton County Commissioner
Michael Tetler, Carload Express

JRA LEGAL COUNSEL

Jenn Bauer, McQuaide Blasko
John Bee, Esq., McQuaide Blasko
Tom Schrack, Esq., McQuaide Blasko

JRA CONSULTING PROFESSIONALS

Stephen Lendway, Operating Agreement Consultant (via teleconference)
Jason Shura, PE, Stiffler McGraw (via teleconference)

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JRA STAFF

Steven Beattie, Executive Director

Tina Heintzleman, Program Assistant

Kyle Postupack, Property & Maintenance of Way Manager

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.

Jeff Pontius made the following statement during the public comment period:

I have an announcement to make today. It has been contemplating on me for the last year or two. As I am starting to get older and want to do different things in my life. I am here today to thank the Board for the last 15 years of doing the passenger trips and the North Shore Railroad for everybody’s help. I did appreciate it. I am serving you my 90-day notice today here in two letters. Instead of putting them in the mail, I am going to hand deliver them. In 15 years of doing it, never had a reportable injury, nobody got hurt, nothing. I have been doing it for 27 years total. I started in 1997. It has been interesting. It has been a good time. Met a lot of people. Bring a lot of things in the community. Got Bellefonte back up on its feet years ago, back in 2005 or 2006. Helped a lot of communities out with different events. It has been a pleasure working with you all. But it is time for me to move on. I just want to thank you all for everything and hope the best as well to whoever takes over doing it. That is all I have to say. Thank you again.

ADMINISTRATIVE ITEMS

Approval of the December 11, 2024, JRA Meeting Minutes

Mr. Maloyed made a motion for the Board to approve the December 11, 2024, SEDA-COG Joint Rail Authority Meeting Minutes; Ms. Perez seconded the motion; motion carried.

Report of the 2025 Nominating Committee

Committee Chair Winslow presented the proposed slate of JRA Board officers for 2025:

Chairman:	Scott Harvey	Assistant Secretary:	Brent Jones
Vice-Chairman:	Dave Park	Treasurer:	Jennifer Wakeman
Secretary:	Michael Krentzman	Assistant Treasurer:	Lisa Hoover

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 2025 Joint Rail Authority year.

Mr. Hormell made a motion for the Board to accept and approve the slate of officers for 2025 as presented; Mr. Schultz seconded the motion; motion carried.

Appointment of Committees

Chairman Harvey appointed the members to serve on the JRA committees for 2025.

Executive Committee: Scott Harvey (Chairman), Dave Park (Vice-Chair) Michael Krentzman (Secretary) Brent Jones (Assistant Secretary), Jennifer Wakeman (Treasurer), Lisa Hoover (Assistant Treasurer), Rob Postal (Governance Committee Chair) and Russ Graham (Passenger Excursion Committee Chair)

Property Management Committee: Dave Park (Chair), Robert Hormell (Vice-Chair), Patty Perez, Lisa Hoover, Brent Jones, Rick Maloyed, Jennifer Wakeman, Rick Jenkins, Eric Winslow, Keri Miller and Scott Harvey

Passenger Excursions Committee: Russ Graham (Chair), John Gummo (Vice-Chair), Frank Dombroski, Dave Park, Patty Perez, Eric Winslow and Scott Harvey

Governance Committee: Rob Postal (Chair), Robert Hormell (Vice-Chair), Jennifer Wakeman, Eric Winslow and Scott Harvey

Operating Agreement Committee: Michael Krentzman (Chair), Dave Park (Vice-Chair), John Gummo, Lisa Hoover, David Schultz, Robert Hormell and Scott Harvey

Treasurer's Report

Ms. Wakeman presented the Treasurer's Report for December, 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. Graham made a motion for the Board to accept the Treasurer's Report for the month of December 2024; Mr. Jones seconded the motion; motion carried.

Payment of the Bills; December 1, 2024, to December 31, 2024

Mr. Beattie stated that going forward the Payment of the Bills agenda item will allow the Board to approve all checks signed by the Board the month they are being sent out. Typically, the Board would see the list the month after. The list will be included in each month's packet.

Ms. Wakeman made a motion for the Board to approve the Payment of Bills for December 2024; Ms. Perez seconded the motion; motion carried.

Credit Card Policy

Mr. Beattie presented the new JRA Credit Card Usage Policy. He said the 2023 Audit report included a recommendation to establish credit card usage "Best Practices."

Mr. Maloyed made a motion for the Board to approve the Credit Card Policy as presented and dated January 8, 2025; Mr. Park seconded the motion; motion carried.

Staff Report and Events Calendar

Mr. Beattie summarized the status of various construction projects and calendar highlights.

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.

OLD BUSINESS

Bridge Engineer's Report

Mr. Shura reviewed the Bridge Engineer's Report provided in the meeting packet:

- Work on the NBER Bridge 30.94 Replacement Project is expected to be completed in spring 2025. Precast concrete box culvert shop drawings have been approved with fabrication in progress. A progress meeting was held on Dec. 30, 2024, with an on-site coordination

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meeting with stakeholders planned for Jan. 16, 2025. Work is tentatively scheduled to begin in March.

- Performance and payment bonds for Contract 2024-04 Selinsgrove Industrial Track Grade Crossing Replacement Project have been received. Notice to proceed was issued on Friday, Jan. 3, 2025. Substantial completion due no later than Sept. 3, 2025. A pre-construction meeting will be held in the coming weeks.
- The bridge safety inspections for 2024 are complete. The 2025 bridge inspections are tentatively scheduled to begin in March.

NEW BUSINESS

Approval of NARCOA Track Car Schedule

A request has been received for 2025 track car runs proposed by sponsor organization NARCOA. All dates have been approved by the Operator and JRA Staff. The proposed speeder run dates are June 14 – Lycoming Valley; June 15 – Nittany & Bald Eagle; July 12 – North Shore; July 13 – Shamokin Valley; Nov. 22 – North Shore; Nov. 23 – UCIR.

Mr. Graham made a motion to approve proposed speeder run dates upon submission of acceptable certificate of insurance to JRA staff for proposed events; Ms. Wakeman seconded the motion; motion carried.

Approval of 2025 Engineering Hourly Rate and Reimbursable Expense Schedule

The JRA approved the Stiffler McGraw Engineering Services Retainer Agreement on February 14, 2024. That agreement requires approval of the hourly rates and reimbursable expenses on an annual basis at the beginning of the year. In 2025, an increase in hourly rates charged to the JRA is approximately 3%-4% depending on billing classification.

Mr. Wunz made a motion to approve Stiffler McGraw 2025 Engineering Hourly Rate and Reimbursable Expense Schedule; Ms. Perez seconded the motion; motion carried.

Confirmation of Assignment Approval of 2025 Bridge Inspection Engineering

The JRA is required by the FRA to inspect all bridges on an annual basis. Stiffler McGraw inspects all bridges over 10 feet in length and eight existing culverts requiring attention. Engineer Shura and JRA staff have reviewed the project scope and schedule, and all inspection field work and preparation of reports will be completed for a lump sum amount of \$129,800.

Ms. Perez made a motion to approve Stiffler McGraw Confirmation of Assignment in the amount of \$129,800 for bridge inspection services across the rail network; Ms. Wakeman seconded the motion; motion carried.

Confirmation of Assignment CRISI Application Engineering Review

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The JRA staff intends to submit an FRA CRISI grant application in the fall for the NSHR corridor from Northumberland to Berwick. The engineering review will summarize information for the multiple corridor improvements to rail/switches, grade crossings, bridges and culverts. SMA's scope will include scope narratives, quantity computations, opinion of probable costs, understanding of permitting and constructability, access needs and special construction/considerations. This COA does not include services for cost benefit analysis required for the grant application.

Mr. Graham made a motion to approve Stiffler McGraw Confirmation of Assignment in the amount of \$68,000 for engineering services for future CRISI grant application; Mr. Schultz seconded the motion; motion carried.

Confirmation of Assignment RTAP 24 Bridge Bundle Engineering

This engineering COA is for the design, permitting, bidding, contract administration and Resident Project Representative services for seven bridges and one culvert on the JVRR and NBER systems. PennDOT will reimburse \$100,000 of engineering fees.

Mr. Maloyed made a motion to approve Stiffler McGraw RTAP 24 Bridge Bundle Confirmation of Assignment with a lump sum fee of \$304,000 and a not-to-exceed fee of \$105,000 for Resident Project Representative Services; Mr. Dombroski seconded the motion; motion carried.

LEGAL

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

Chairman Harvey recessed the regular meeting at 1:26 p.m. to convene into executive session at 1:35 p.m.

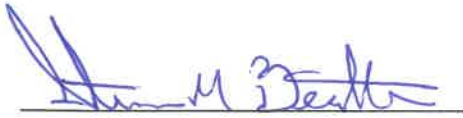
Chairman Harvey reconvened the regular meeting at 3 p.m.

Solicitor Schrack stated that the JRA Board held an executive session to discuss potential property transactions and litigation. No action was taken in executive session, and no action is recommended to be taken at this time.

With there being no further business to come before the JRA Board, Chairman Harvey adjourned the meeting at 3:01 p.m.

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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 12, 2025.



Secretary/Assistant Secretary