



SEDA-COG JOINT RAIL AUTHORITY MEETING MINUTES
Wednesday, January 14, 2026
Union County Government Center, Lewisburg, PA
12:30 p.m.

AUTHORITY MEMBERS PRESENT

Terry Brown, Montour County
Russ Graham, Centre County (via teleconference)
Scott Harvey, Lycoming County
Lisa Hoover, Northumberland County (via teleconference)
Robert Hormell, Northumberland County
Rick Jenkins, Columbia County
Brent Jones, Clinton County
Keri Kenepf, Centre County (via teleconference)
Michael Krentzman, Mifflin County
Dave Park, Snyder County
Patty Perez, Columbia County
Rob Postal, Mifflin County (via teleconference)
David Schultz, Lycoming County
Jeff Snyder, Clinton County
Jennifer Wakeman, Montour County (via teleconference)
Eric Winslow, Union County (via teleconference)

JRA OPERATOR

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

GUESTS

John Ashbridge, Carload Express
Sam Simon, Esq., Carload Express Legal Counsel (via teleconference)

JRA LEGAL COUNSEL

Jenn Bauer, Esq., 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)

JRA STAFF

Steven Beattie, Executive Director
Tina Heintzelman, Program Assistant
Kyle Postupack, Property & Maintenance of Way Manager

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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

The Chairman asked if there is any public comment to come before the Board. There were none.

ADMINISTRATIVE ITEMS

Approval of the Dec. 10, 2025, JRA Meeting Minutes

Mr. Schultz made a motion for the Board to approve the Dec. 10, 2025, SEDA-COG Joint Rail Authority Meeting Minutes; Ms. Kenepf seconded the motion; motion carried.

Report from the 2026 Nominating Committee

Committee Chair Winslow presented the proposed slate of JRA Board officers for 2026:

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

Election of Officers

The meeting was temporarily turned over to Solicitor Schrack, who sought a motion to accept and approve the proposed slate of officers identified to serve for the 2026 Joint Rail Authority year. The meeting was then turned back over to Chairman Harvey.

Mr. Hormell made a motion for the Board to approve the slate of officers for 2026, as presented; Ms. Perez seconded the motion; motion carried.

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Appointment of JRA Committees

Chairman Harvey appointed the members to serve on the JRA committees for 2026.

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), Patty Perez (Vice-Chair), Robert Hormell, Lisa Hoover, Brent Jones, Jennifer Wakeman, Rick Jenkins, Eric Winslow, Keri Kenepp and Scott Harvey

Passenger Excursions Committee: Russ Graham (Chair), Brent Jones (Vice-Chair), 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), Lisa Hoover, David Schultz, Robert Hormell and Scott Harvey

JRA Transition Committee: Jennifer Wakeman (Chair), Eric Winslow, Michael Krentzman, Keri Kenepp, Dave Park and Scott Harvey

Recommendation for Executive Director to apply to PIRMA Board

The Pennsylvania Intergovernmental Risk Management Association (PIRMA) is seeking to fill one Board position for 2026. Executive Director Beattie is interested in applying for the position. There are typically four board meetings per year (two in-person, two virtual). Travel costs to attend board meetings will be reimbursed by PIRMA. Nominations are due by 5 p.m. Jan. 15.

Mr. Harvey made a motion for the Board to approve the application of the executive director for the open PIRMA Board of Directors seat; Mr. Krentzman seconded the motion; motion carried.

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, the JRA's detailed accounting associated with the operating fees paid by the Operator, the LOA Capital Contribution Liabilities and the purported Stormwater Charges imposed in Williamsport.

Ms. Perez made a motion for the Board to accept the Treasurer's Report for the month of December 2025; Mr. Park seconded the motion; motion carried.

Payment of the Bills; Dec. 1 to Dec. 31, 2025

Ms. Wakeman said the December Payment of Bills report for the January check run is on page 32 of the packet.

Ms. Wakeman made a motion for the Board to approve the January check run for the December 2025 Payment of Bills; Mr. Park seconded the motion; motion carried.

FNB Letter of Credit Fourth Amendment for FNB PIB Loan

FNB backstops our state PIB loan note by providing an irrevocable letter of credit to the state. To date, the outstanding principal balance is \$640,000. The current PIB loan was taken to consolidate two existing PIP loans, one to assist funding of the LVRR Bridge over Loyalsock Creek and for improvements to Pleasant Gap Industrial Track and Roundhouse Road Grade Crossing. This agreement simply confirms the current outstanding balance to reduce the 1% annual Letter of Credit fee we pay to FNB each year. The JRA Board must approve the Letter of Credit Fourth Amendment for the JRA's PIB loan. The cost of this Commonwealth-required coverage declines each year, based on the remaining principle of the PIB loan.

Mr. Schultz made a motion to approve the Letter of Credit Amendment Agreement as presented and authorizes the executive director to execute agreement; Mr. Jenkins seconded the motion; motion carried.

Fiscal Policies

Starting on Jan. 1, 2026, the JRA is responsible for the management of the "JRA Books," including receivables, payables, general ledger, reconciliations, tax reporting, monthly statements, management of the bank accounts, etc. Policies 008 to 014 are related to our accounting practices going forward and generally mirror the policies held by SEDA-COG. Minor changes are included such as who is responsible for what, use of the Term "Bookkeeper", etc. In previous years, the financial reporting was completed as "cash basis" while the actual accounting method was "accrual basis." Going forward, our financial reporting will change to accrual basis and utilize standard Balance Sheet and Income Statement reporting. We will continue to provide a summary of receivables and payables, loan summary, LOA summary and bank accounts summary.

Mr. Hormell made a motion to approve the Fiscal Policies 008 to 014 as presented and dated Jan. 14, 2026; Mr. Krentzman seconded the motion; motion carried.

Employee Handbook

Now that the JRA has three full-time employees, an Employee Handbook is needed. This handbook was developed in close coordination with GetHRReady (Mark Morganfruh). The handbook includes items required by labor laws and items pulled over from SEDA-COG. The handbook includes new policies to provide guidance to employees and management. Of course,

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items related to employee benefits were documented at the direction of the Transition Committee. This is a “minimalist” handbook with the understanding that the JRA staff is a small group of employees, and the Board can always add policies in the future as deemed necessary through situations occurring or changes to labor laws.

Mr. Park made a motion to approve the Employee Handbook as presented with non-substantive minor edits; Mr. Schultz 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. Mr. Stotter said tree trimming on the Avis Branch and on the North Shore is complete and a gate at the Berwick yard has been installed. Train excursions went very well, with positive feedback being received from riders and sponsors. He also thanked the Board members and staff who attended the unveiling of the 250th celebration of America locomotive.

OLD BUSINESS

Bridge Engineer’s Report

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

- Prepared opinion of probable costs for two alternatives to the LVRR Bridge 171.30 project (Alternative 1: raise bridge; alternative 2: replace bridge) to meet Interstate Highway Criteria for future I-99 corridor.
- Field work on the NBER Bridge Rehabilitation Group 1 project began on Jan. 12, 2026. Lycoming Supply should have the work completed by Feb. 15, 2026.
- Two pre-construction meetings are scheduled for Jan. 20, 2026. One for JVRR Bridge Preservation Group, with work anticipated to begin in the summer. The other for NBER Bridge Preservation Group 2 with work potentially starting as early as March.
- Work is being done on the preliminary design for the NSHR Continental Boulevard Grade Crossing Replacement project. Preliminary design is about 80% complete. A diagnostic field view meeting with JRA staff, NSHR and PennDOT will be scheduled for late February, early March 2026.

NEW BUSINESS

Approval of NARCOA Track Car Schedule

A request has been received for 2026 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 23, 2026 - Lycoming Valley; Sunday, May 24, 2026 – UCIR; Saturday, June 20, 2026 - North Shore; Sunday, June 21, 2026 - Shamokin Valley; Saturday, July 25, 2026 - Nittany & Bald Eagle; Sunday, July 26, 2026 – Nittany & Bald Eagle; Saturday, November 21, 2026 - North Shore; Sunday, November 22, 2026 - UCIR

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

Approval of 2026 Engineering Hourly Rate and Reimbursable Expense Schedules

The JRA approved the Stiffler McGraw Engineering Services Retainer Agreement on Feb. 14, 2024. That agreement requires approval of the hourly rates and reimbursable expenses on an annual basis. This agreement will be carried forward year after year with the JRA Board approving adjustments to hourly rates. In 2026, an increase in hourly rates charged to the JRA is approximately 3%-4%, depending on billing classification. Engineer Shura’s billed rate moves from \$165 per hour to \$170 per hour.

Mr. Jones made a motion to approve Stiffler McGraw 2026 Engineering Hourly Rate and Reimbursable Expense Schedules; Mr. Krentzman seconded the motion; motion carried.

Confirmation of Assignment Approval of 2026 Bridge Inspection Engineering

The JRA is required by the FRA to inspect all bridges over 10 feet in length on an annual basis. Additionally, based on the poor condition of nine existing culverts, those culverts are also inspected annually. 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 \$127,200.

Mr. Hormell made a motion to approve Stiffler McGraw Confirmation of Assignment in the amount of \$127,000 for 2026 bridge inspection services across the rail network; Mr. Park seconded the motion; motion carried.

DVHT Intergovernmental Cooperation Agreement and Resolution

The JRA has determined it is in the best interests of its employees, retirees and their dependents for the JRA to become a participant in the Delaware Valley Health Trust, a self-insured governmental multiple employer welfare arrangement and public employer health benefits trust. In accordance with an addendum to the Trust Agreement, the authority agrees to participate in the DVHT for a minimum of 34 months from the effective date of March 1, 2026,

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and thereafter may withdraw from the trust for any reason, provided it has fulfilled all applicable conditions in the agreement and satisfies all its financial obligations to the trust upon withdrawal.

Ms. Perez made a motion to adopt Resolution 26-01 authorizing the JRA to enter into an intergovernmental cooperation agreement and participate in the Delaware Valley Health Trust; Mr. Schultz seconded the motion; motion carried, with Mr. Snyder abstaining.

HP LaserJet Printer/Scanner Contract

The JRA needs a new copier/scanner for daily office functions. Quotes were received for different brands and models from five businesses. RTI, our IT provider, offered a quote of \$205 a month, which included a 5-year lease for the copier, installation and a maintenance agreement, including support and all parts, repairs and labor. The lowest price was \$185 per month, however, the RTI model provides automatic ordering and seamless integration with our network and IT provider. A contract with RTI was signed by the executive director on Jan. 6.

Mr. Jenkins made a motion to ratify the copier contract with RTI in the amount of \$205 per month for a 5-year lease and maintenance costs; Mr. Snyder seconded the motion; motion carried.

Public Bid/Solicitation of new JRA vehicle

The existing JRA Ford Explorer is nearly 11 years old with over 150,000 miles. The JRA disposed of the Ford Taurus in January 2024 with similar age and mileage. The Taurus was not replaced. JRA staff needs a reliable vehicle for property management across the 10-county service area; though the current Explorer does not have high maintenance costs, its age and mileage mean it likely will at any time. Additionally, minor issues are cropping up such as the engine light always being on and the mechanic can't determine the cause. Additionally, the trim piece over the interface of the windshield and frame ripped off while driving on I-80. The 2026 budget includes a vehicle purchase at a cost of \$55,000.

Mr. Krentzman made a motion to approve the public bid/solicitation of a 2026 Ford Explorer Platinum Edition with a 4-cylinder engine or substantially equal vehicle; Mr. Park seconded the motion; motion carried.

Sale of existing JRA vehicle

The Ford Explorer is nearly 11 years old with over 150,000 miles. Staff proposal is to place the vehicle for public sale through the online Municibid website. This website meets municipal requirements for publicly advertised sale of municipal surplus property. A reserve price of \$2,800 will be indicated during the bid process.

Mr. Brown made a motion to declare the 2015 Ford Explorer surplus and authorize the executive director to advertise sale of the vehicle and execute all documents required for final sale; Ms. Perez seconded the motion; motion carried.

PennDOT Multimodal Grant Application for Route 54 Grade Crossing Replacement Project (NSHR – Danville Borough)

The grade crossing on Route 54 in Danville Borough has been identified for replacement. Original construction was in 2013 with extensive repairs in 2017. The project will replace the failing concrete panels with a heavy-duty pre-cast concrete tub crossing. The PennDOT Multimodal Transportation Fund Program is currently open with an application deadline of Feb. 13, 2026. The grant application requires a local funding match in the amount not less than 30% of the project costs. The total opinioned construction cost for the project is \$626,293. The Operator has previously agreed to contribute 15% toward the project and the JRA will contribute 15% toward the project. The JRA made a grant submission under the DCED CFA Multimodal in June 2025. This submission is to improve our chances for full 70% funding utilizing both programs. PennDOT requires a commitment letter duly adopted by the applicant's governing body committing the matching funds necessary for the project.

Mr. Park made a motion to approve the PennDOT Multimodal Grant Application submission and funding commitment for the Route 54 Grade Crossing Replacement Project; Mr. Brown seconded the motion; motion carried.

REPORTS FROM COMMITTEES

Property Management Committee

1a. Approval of Subdivision Plan/Purchase of Property per MOU for Potter Street Siding (NBER – Bellefonte)

This agenda item was tabled at the Property Management Committee meeting. No Board action is required at this time.

1b. Approval of Ranio Subdivision for land to extend JRA ROW (NBER – Bellefonte)

Edward Ranio contacted JRA staff after having his property surveyed and found that the newly realigned railroad tracks next to Railroad Street in Bellefonte were encroaching on his property. The tracks were realigned as part of an RTAP project in the Bellefonte Yard. JRA staff reviewed Mr. Ranio's claim and discovered the tracks were encroaching on the property and were built as designed by the project engineer, Jannotti Rail Consulting. It was determined that survey data was not used in the designs — rather, boundary lines from railroad valuation maps, which are not as accurate as survey data, were used. Due to the track encroachment, the JRA must purchase approximately 1,378.60 square feet of land from Ranio for \$3,000, so there will be a 12-foot right of way from centerline of track on the north side. That is the minimum lateral clearance recommended by the PUC. Jannotti Rail Consulting was responsible for all costs involved with the preparation of the necessary documents required for the property sale. The subdivision plan

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was created by Kerry A. Uhler & Associates. Once the subdivision plan is signed, the JRA can move forward with the property purchase.

Mr. Park made a motion to approve the Ranio subdivision for land to extend the JRA ROW to 12 feet on the north side of the railroad; Mr. Jenkins seconded the motion; motion carried.

1c. Approval of Tipton Land Development L.P. License Agreement (NBER – Snyder Twp.)

Tipton Land Development L.P. recently purchased the Smith Warehouse along the Nittany and Bald Eagle Railroad, just outside Tyrone. Tipton Land Development L.P. is owned by DelGrosso Foods Inc., which uses the rail sidings that serve the warehouse to move rail cars. The JRA's right of way extends to the building, and the rail sidings are owned by the JRA. However, there is no agreement in place to use the sidings. Staff contacted DelGrosso about getting the sidings under agreement, which would include maintenance responsibilities of the track, railroad ties and switches. For the 1,400 linear feet of sidetrack, Tipton Land Development would pay \$2,500 per year with annual CPI increases, and the term would be for 10 years.

Mr. Park made a motion to approve the license agreement with Tipton Land Development L.P.; Ms. Perez seconded the motion; motion carried.

1d. Cablevision Lightpath LLC License Agreement (NSHR – Berwick)

Cablevision Lightpath LLC (Lightpath) contacted JRA staff about constructing a fiber facility that would be attached to the SR-93 bridge and cross over the North Shore Railroad within the SR-93 public right of way, no less than 37'-4" from the top in the Borough of Berwick, Columbia County. Lightpath will be assessed a one-time engineering review fee of \$2,000 for the cable within the public right of way. All plans have been reviewed and approved.

Mr. Park made a motion to approve the license agreement with Cablevision Lightpath LLC; Ms. Perez seconded the motion; motion carried.

LEGAL

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

Chairman Harvey recessed the regular meeting at 1:42 p.m. to convene into executive session at 1:50 p.m.

Chairman Harvey reconvened the regular meeting at 2:50 p.m.

Solicitor Schrack stated the JRA Board and staff held an executive session to discuss ongoing RFP litigation and real estate matters. No action was taken in executive session, and no action is recommended to be taken.

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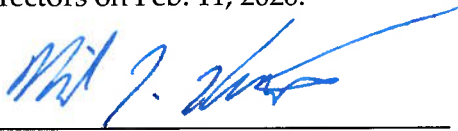
With there being no further business to come before the JRA Board, Chairman Harvey adjourned the meeting at 2:51 p.m.

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 Feb. 11, 2026.



Secretary/Assistant Secretary