

Schuylkill River Passenger Rail Authority Meeting

APPROVED Minutes

December 19, 2022

3:00 p.m.

The following members were in attendance:

Authority Members

Christian Leinbach, Berks County Board of Commissioners, Chair
Marian Moskowitz, Chester County Commissioner, Vice Chair
Kenneth Lawrence, Jr., Montgomery County Commissioner, Treasurer
Scott France, Executive Director, Montgomery County Planning Commission, Secretary
Jim Gerlach, President, GRCA, Assistant Secretary
Peter Urscheler, Phoenixville Borough Mayor, Assistant Treasurer
Brian O’Leary, Executive Director, Chester County Planning Commission
Eddie Moran, Mayor, City of Reading
David Zellers, Montgomery County Director of Commerce

1. Call to Order

Commissioner Christian Leinbach, Chair of the SRPRA, called the meeting to order at 3:03 p.m.
Mr. Scott France, Secretary of the SRPRA, read the guidelines for making public comments.

2. Adoption of November 28, 2022 Minutes

Christian Leinbach called for any corrections to the minutes.

As there were no corrections or objections to the draft minutes of the November 28, 2022 SRPRA meeting submitted, the minutes were approved.

3. Board Member Comments

There were no Board member comments.

4. Public Comment on Agenda Items

There were no public comments submitted.

5. Adoption of 2023 Meeting Schedule-Action

Christian Leinbach said that the 2023 SRPRA meeting schedule was included in the Board members’ meeting packet for their consideration. Meetings will continue to be held on the 4th Monday of each month, with the exception of September (Yom Kippur) and December (Christmas), when the meetings will be held on September 18th and December 18th.

Vice Chair Marian Moskowitz motioned, and Commissioner Kenneth Lawrence, Jr., Treasurer seconded, all voted unanimously, and the motion was carried to adopt the SRPRA 2023 meeting schedule.

6. Subcommittee Reports

a. **Finance – Comm. Lawrence, Chair**

Commissioner Ken Lawrence stated that five invoices have been received to date for the SRPRA, that the 2023 SRPRA budget was in the process of being updated, and that the auditor solicitation process was continuing. He then invited SRPRA's Interim Executive Director, Tom Frawley to report on these items in detail.

i. Auditor Solicitation Update

The executive search for an auditor for the SRPRA has begun. Over twenty firms were contacted, and two requests for proposals have been placed with Maillie LLP and Baker Tilly, LLP, with a due date of January 13, 2023.

ii. *Motion to Pay Bills-Action*

Commissioner Ken Lawrence said there was one outstanding bill for the Authority to be paid for \$4,656.88 for Thomas E. Frawley Consulting, LLC November 2022 services provided as Interim Executive Director.

Commissioner Lawrence motioned, and Mayor Urscheler seconded, all voted unanimously, and the motion was carried to approve the payment of Invoice 2022-11 in the amount of \$4,656.88 payable to Thomas E. Frawley Consulting, LLC for November 2022 services.

b. **Marketing & Public Relations– Brian O'Leary, Chair**

i. Committee Update

Brian O'Leary reported that the committee met last week. He urged the Board to go to the SRPRA website to view the expanded content and said that more information would be included in future. The committee's focus next month will be on social media. Enclosed in the Board packet was a list of taglines developed for the Authority; the committee narrowed it down to one: "Reconnecting Reading and Philadelphia", and asked the Board for their thoughts adding that the tagline needn't be permanent and that it might change over time as the project advances.

c. **Planning – Scott France, Chair**

i. Committee Update

Scott France reported that the committee is awaiting the federal corridor ID program Notice of Funding Opportunity (NOFO) and notice regarding the U.S. Department of Transportation's thriving communities funding opportunities. The Authority's forecasted operating expenses have been updated and Board may provide feedback before it goes before the finance committee next month. The Planning Committee will be coordinating with Jim Gerlach's committee on community engagement on long term/localized issues and a possible future station policy statement. The Planning Committee is scheduled to meet with PennDOT on December 13th.

Transportation for America is working on their goal of securing a meeting with Senator Elect Fetterman's staff in early 2023, for SRPRA Board members and their consultants. Mayor Eddie Moran will obtain a letter of intent from the City of Reading for the Authority. As he has established contacts with Senator-Elect Fetterman's staff, he offered to assist in outreach on the Authority's behalf.

d. **Personnel – Comm. Moskowitz, Chair**

i. Committee Update

Marian Moskowitz, Vice Chair, reported that she did not have any updates from the committee.

e. **Community Engagement – Jim Gerlach, Chair**

i. Committee Update

Jim Gerlach reported that the committee is working on establishing three community sessions with officials from Reading, Pottstown and Phoenixville. They are compiling the invitee list and developing the appropriate process for holding meetings in mid/late January 2023 meeting. He asked Board members to please send him any suggestions for possible invitees.

7. **Interim Executive Director’s Report**

Tom Frawley, Interim Executive Director, reported that a successful session with Amtrak was held last week. It was a press event regarding procurement of new dual powered rolling stock that is designed to operate in both diesel and electrified territory and that will support multiple lines nationwide including Reading to Philadelphia. He announced that further to Scott France’s comments, that prior to the meeting he received a copy of the FRA’s Corridor ID and Development Program notice as published in the Federal Register, and has forwarded it to the Board members. Some key items in the document include 3 stages: 1) development of scope, schedule and budget for building the service development plan (funded 100% up to \$500K); 2) the preparation of the service plan itself (funded 90-10 with no preconceived numbers in terms of limits); and 3) going into preliminary engineering and NEPA environmental activities (funded 80-20). The application due date is 90 days after publication in the Federal Register, which would be third week of March 2023.

8. **Other Business**

There was no other business discussed.

9. **General Public Comment**

There was no public comment.

10. **Adjourn**

Chairman Christian Leinbach adjourned the meeting at 3:42 p.m.

Next Board Meeting

January 23, 2023 at 3:00 p.m. via Zoom

Respectfully submitted,



Ann Marie Meehan