



**SEDA-COG JOINT RAIL AUTHORITY MEETING MINUTES**  
**Wednesday, July 9, 2025**  
**Union County Government Center, Lewisburg, PA**  
**12:30 p.m.**

**AUTHORITY MEMBERS PRESENT**

Russ Graham, Centre County  
John Gummo, Clinton County  
Scott Harvey, Lycoming County  
Robert Hormell, Northumberland County  
Rick Jenkins, Columbia County (via teleconference)  
Brent Jones, Clinton County  
Michael Krentzman, Mifflin County  
Dave Park, Snyder 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**

Allen Bubb, West Shore Railroad  
Michael Filoni, 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)

**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 12:37 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 of the June 11, 2025, JRA Meeting Minutes**

*Mr. Schultz made a motion for the Board to approve the June 11, 2025, SEDA-COG Joint Rail Authority Meeting Minutes; Mr. Graham seconded the motion; motion carried.*

**Treasurer’s Report**

Ms. Wakeman presented the Treasurer’s Report for June, 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. Ms. Wakeman mentioned that the Button Oil project reimbursement is not for a PennDOT grant but is a RACP grant reimbursement.

*Mr. Graham made a motion for the Board to accept the Treasurer’s Report for the month of June 2025; Mr. Schultz seconded the motion; motion carried.*

**Payment of the Bills; June 1 to June 31, 2025**

Ms. Wakeman said the June Payment of Bills for the July check run totaled \$1,043,063.

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

Mr. Beattie mentioned that due to the JVRR bridge project being delayed until 2026, \$750,000 was moved from the sweep account into the money market account.

**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 work on upgrading passenger cars for excursions is ongoing and they are working to purchase another car to increase capacity. He also mentioned Williamsport/Lycoming Chamber of Commerce is purchasing a stationary passenger rail car in Williamsport and has received grant funds toward the restoration and movement of the car.

**OLD BUSINESS**

**Bridge Engineer's Report**

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

**NEW BUSINESS**

**Ratify SVRR Section 130 Grade Crossing Agreement Amendment**

The Section 130 signal upgrade project on the SVRR included signal and surface upgrades at 15 crossings. The agreement was approved by the Board in May 2023. This second amendment increases the estimated cost of the services by \$537,700.84; from \$5,093,691.08 to \$5,631,391.92. This amendment will pay for the previously installed signals at Overlook Blvd. and Bottle Drive and for the upcoming installation of the John S Estate Road signals to complete the project.

*Mr. Park made a motion for the Board to ratify the approval of the Letter of Amendment No. 2 for the SVRR Section 130 Grade Crossing Agreement; Mr. Wunz seconded the motion; motion carried.*

### **Approval of Consultant Benefit-Cost Analysis Agreement**

The JRA staff intends to submit an FRA CRISI grant application for the NSHR corridor. Indications are that the grant period will open in fall 2025 and be awarded in spring 2026. The Board approved concept engineering for the multiple corridor improvements to rail/switches, grade crossings, bridges and culverts in January 2025. This consultant agreement will support SMA and JRA staff in development of the final scope and fee for the grant application. JRA staff obtained three proposals; this consultant comes highly recommended by Larry Malski at the PNRRA. The other two proposals were very similar in scope and fee at \$34,000. Erdman Anthony proposed a price of \$5,500. Based on discussions with the consultant, SMA and Mr. Malski, we feel comfortable recommending Erdman Anthony. This scope does not include work associated with assisting in the preparation of the CRISI application, which may become necessary as the team digs deeper.

*Mr. Krentzman made a motion for the Board to approve Erdman Anthony at a cost of \$5,500 to prepare a Benefit-Cost Analysis; Mr. Graham seconded the motion; motion carried.*

### **Contract 2025-01; Bidder in Default, Rejection of All Bids; JVRR Bridge Preservation Project**

Bid opening occurred on June 4. This project is funded by the RTAP 24 Bridge Bundle Project and includes three bridges on the Maitland Branch and one bridge on the Burnham Branch. Three bids were received. The project estimate was opinioned at \$1,558,371.76. The apparent low bidder was Lycoming Supply Inc., with a Base Bid of \$1,304,259.00 (17.75% under the opinioned amount). Lycoming Supply could not obtain performance and payments bonds for the project. The JRA, with assistance from Stiffler McGraw and the Solicitor, has determined the Bidder is in default and the JRA will seek reimbursement of costs (up to 10% of bid amount) to rebid the project in late fall.

*Ms. Krentzman made a motion to declare Lycoming Supply Inc. in default and reject all bids received for Contract 2025-01 bid opening on June 4, 2025; Mr. Gummo seconded the motion; motion carried.*

### **Change Order Approval for NBER Bridge 30.94 Replacement Project; Contract 2024-03**

Contract 2024-03 is the NBER Bridge 30.94 Replacement Project. The original contract price was \$1,087,196.85. Multiple work items were adjusted during the fast-paced construction to improve upon the project and appease an adjacent property owner. Four change orders are proposed, as follows:

- Change Order No. 1 – Add additional riprap scour protection along upstream and downstream channels to ensure stability in the future while not relying on vegetated steep slopes and maintenance on Dann property; Cost increase of \$5,255.75.
- Change Order No. 2 – Add additional landscape timbers, trench drain in private driveway, and additional concrete driveway repair to improve drainage and landscaping on Hilliard property; Cost increase of \$8,800.00.

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- Change Order No. 3 – Installation of additional new railroad ties (18 total) to replace deteriorated ties within the limits of raise, line and surface limits on the Nittany Main; Cost increase of \$3,762.00.
- Change Order No. 4 – Revise bid work item quantities to match actual work item quantities installed in field throughout construction (work item quantity adjustment); Cost decrease of \$3,403.55.

*Mr. Graham made a motion to approve Change Orders No. 1 through 4 for Contract 2024-03 in the total amount of \$14,414.20, for a total contract price of \$1,101,611.05; Mr. Wunz seconded the motion; motion carried.*

## REPORTS FROM COMMITTEES

### Property Management Committee

#### 1a. Verizon Pennsylvania LLC License PROW (JVRR – Lewistown)

Verizon contacted JRA staff about overlashing a fiber optic line to an existing fiber optic line, no less than 29'-0" from top of rail with sag over the JVRR within the public right-of-way of the South Pine Road Grade Crossing, Lewistown Borough, Mifflin County. Verizon will be assessed a one-time engineering review fee of \$500 per the JRA's Fee Schedule for utility occupations within the public right-of-way. All plans have been reviewed and approved.

*Mr. Hornell made a motion for the Board to approve the license agreement with Verizon Pennsylvania LLC; Mr. Park seconded the motion; motion carried.*

#### 1b. Verizon Pennsylvania LLC License PROW (NBER – Mill Hall)

Verizon contacted JRA staff about overlashing a fiber optic line to an existing fiber optic line, no less than 31'-0" from top of rail with sag over the NBER within the public right-of-way of the Pennsylvania Ave. Grade Crossing, Mill Hall Borough, Clinton County. Verizon will be assessed a one-time engineering review fee of \$500 per the JRA's Fee Schedule.

*Mr. Park made a motion for the Board to approve the license agreement with Comcast Cable Communications Management LLC; Mr. Jones seconded the motion; motion carried.*

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### 1c. PPL Electric Utilities Corp. License (LVRR – Williamsport)

PPL contacted JRA staff about constructing one overhead fiber cable and three overhead conductors with a total voltage of 69 kV, no less than 73'-0" from top of rail with sag over the LVRR at milepost 184.01 in Williamsport, Lycoming County. PPL will be assessed an annual fee of \$760, subject to annual CPI adjustments, and a one-time \$1,000 license preparation fee.

*Mr. Park made a motion for the Board to approve the license agreement 13-095 with Comcast Cable Communications Management LLC; Ms. Wakeman seconded the motion; motion carried.*

### 1d. PPL Electric Utilities Corp. License (LVRR – Williamsport)

PPL contacted JRA staff about constructing one overhead fiber cable and three overhead conductors with a total voltage of 69 kV, no less than 81'-0" from top of rail with sag over the LVRR at milepost 184.02 in Williamsport, Lycoming County. PPL will be assessed an annual fee of \$760, subject to annual CPI adjustments, and a one-time \$1,000 license preparation fee.

*Mr. Park made a motion for the Board to approve the license agreement 13-096 with Comcast Cable Communications Management LLC; Mr. Schultz seconded the motion; motion carried.*

### 1e. SEDA-COG JRA Fee Schedule Revision

The JRA's Fee Schedule last had a major revision in 2023. Staff have been working on another major revision for 2025, which includes the following changes:

- Increase the one-time review fee for agreements in the public right-of-way from \$500 to \$2,000.
- Add Entry Permits to Types of Occupations and assign a minimum fee of \$1,000 for the Entry Permit.
- Increase all rates at least 10% to account for CPI increases
- Remove language relating to wooden and steel poles and add "Utility poles" with one charge of \$1,100 per pole.

JRA staff is working on the private crossing section of the Fee Schedule and will bring those revisions before the PMC for approval at a future meeting.

*Mr. Park made a motion for the Board to approve the license agreement with Comcast Cable Communications Management LLC; Mr. Gummo 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.

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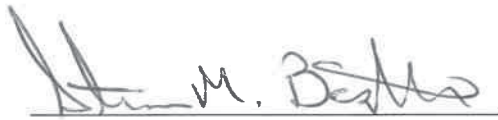
Chairman Harvey recessed the regular meeting at 1:34 p.m. to convene into executive session at 1:45 p.m.

Chairman Harvey reconvened the regular meeting at 2:08 p.m.

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

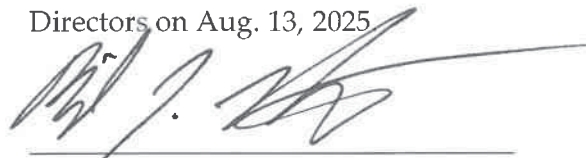
With there being no further business to come before the JRA Board, Chairman Harvey adjourned the meeting at 2:09 p.m.

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 Aug. 13, 2025.



Secretary/Assistant Secretary