



SEDA-COG JOINT RAIL AUTHORITY MEETING MINUTES

Wednesday, July 8, 2026

Union County Government Center, Lewisburg, PA

12:30 p.m.

AUTHORITY MEMBERS PRESENT

Terry Brown, Montour County
Russ Graham, Centre County
Scott Harvey, Lycoming County
Bob Hormell, Northumberland County
Lisa Hoover, Northumberland County
Rick Jenkins, Columbia County (via teleconference)
Brent Jones, Clinton County
Keri Kenepp, Centre County
Michael Krentzman, Mifflin County (via teleconference)
Dave Park, Snyder County
Patty Perez, Columbia County
Rob Postal, Mifflin County (via teleconference)
Jeff Sheaffer, Snyder County
Jeff Snyder, Clinton County
Jennifer Wakeman, Montour County

JRA OPERATOR

Jeb Stotter, President & CEO

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

Call to Order

The Chairman called the meeting to order at 12:32 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. Mr. Harvey made mention of the country's 250th birthday and how railroads have been an important part of the country's history.

ADMINISTRATIVE ITEMS

Approval of the May 13, 2026, JRA Meeting Minutes

Mr. Snyder made a motion for the Board to approve the May 13, 2026, SEDA-COG Joint Rail Authority Meeting Minutes; Ms. Perez seconded the motion; motion carried.

Treasurer's Report

Ms. Wakeman presented the Treasurer's Report for May and June, including the Balance Sheet, Profit & Loss statement, the LOA Capital Contribution Liabilities and the purported Stormwater Charges imposed in Williamsport.

Ms. Kenepp made a motion for the Board to accept the Treasurer's Report for the months of May and June 2026; Ms. Hoover seconded the motion; motion carried.

Payment of the Bills; May 1 to May 31, 2026, and June 1 to June 30, 2026

Ms. Wakeman said the May Payment of Bills report for the June check run is on page 24 of the packet and the June Payment of Bills report for the July check run is on page 25.

Ms. Wakeman made a motion for the Board to ratify the June check run for the May 2026 Payment of Bills and to approve the July check run for the June 2026 Payment of Bills; Ms. Perez seconded the motion; motion carried.

Amendment to Engineering Retainer Agreements

A Professional Services Agreement between the JRA and Stiffler McGraw, with an effective date of Jan. 1, 2024, was executed in February 2024. A Retainer Agreement between Jannotti Rail Consulting Inc. and the JRA was signed on Feb. 3, 2023. This amendment adds a new section to each agreement for the handling of confidential and proprietary information.

Mr. Graham made a motion for the Board to approve the amendment to the Stiffler McGraw & Associates Inc. and Jannotti Rail Consulting Inc. agreements as presented; Mr. Sheaffer 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 Maintenance of Way crews have been busy dealing with storm damage across the system. He said they are waiting for deliveries from A&K Railroad Materials to begin the Phase II rail replacement project.

OLD BUSINESS

Bridge Engineer's Report

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

- Plans for the South Centre Township New Sanitary Sewer Installation Project were received on June 9, 2026, reviewed and returned to the applicant with comments.
- NBER and LVRR bridge inspection field work and report preparation are complete; report will be submitted to JRA staff pending quality assurance review. Report preparation for the completed field work on the NSHR and SVRR is in progress. SIT bridge inspection is planned for late July. JVRR inspections will be deferred until bridge rehabilitation projects are complete.
- Underwater bridge inspection was completed by Marine Solutions. Report preparation is in progress.
- A substantial completion punch list inspection of the 2024 RTAP Contract 2025-04 NBER Bridge Rehabilitation Group 1 project was held on June 26, 2026.
- Survey is done; concrete repairs have been measured and marked in the field and preliminary design is approximately 50% complete for the Contract 2026-02 NBER Bridge 21.46 Rehabilitation Project.
- Survey is complete on one of two bridges in Contract 2026-04 NBER Bridge Preservation Project Group 4. Survey at final bridge is scheduled for the week of June 26, 2026.

NEW BUSINESS

City of Williamsport Basin Street Trail Crossing Memorandum of Understanding

The City of Williamsport desires to pursue a project to construct a bicycle trail in the city. The project includes the Basin Street Susquehanna Riverwalk Connector that will connect the existing Susquehanna Riverwalk to Basin Street and will include a grade crossing of the LVRR.

The city has requested the JRA's approval to establish an at-grade railroad crossing over the LVRR and will obtain a permanent easement for use of the crossing at a cost of \$2 per square foot to be calculated based on the area to be occupied by improvements. The JRA will be responsible for the preparation of the design plans for the crossing surface and active signal system, supervision of the work and granting of the easement with all costs reimbursed by the city.

The city will be responsible for replacing an existing wooden crib wall with a new embankment comprised of suitable fill, executing the easement agreement and for all legal and engineering costs. This Memorandum of Understanding assigns and clarifies the responsibilities of each party.

Mr. Hormell made a motion to approve the Memorandum of Understanding with the City of Williamsport for the Basin Street Trail Crossing; Mr. Graham seconded the motion; motion carried.

SMA Confirmation of Assignment; Basin Street Trail Crossing

This engineering COA is for preliminary engineering, final design, and Resident Project Representation for the at-grade railroad crossing and signals as part of the Basin Street Trail Crossing in the City of Williamsport.

Ms. Kenepf made a motion to approve Stiffler McGraw Basin Street Trail Crossing Confirmation of Assignment with a lump sum fee of \$66,000 and not to exceed fee of \$12,000 for Resident Project Representative Services; Mr. Park seconded the motion; motion carried.

RACP Cooperation Agreement Amendment with PRIME PA LLC

The Cooperation Agreement, approved in April 2024, affirmed responsibilities of the RACP grant requirements onto PRIME PA LLC. This amendment is required by the PA Office of the Budget and makes two changes: 1) removes the ability of the JRA to "hold" funds for costs incurred by the JRA but not paid by PRIME PA LLC and requires the JRA to reimburse within 30 days; and 2) requires the Subgrantee (PRIME PA LLC) to comply with all RACP program requirements.

Ms. Perez made a motion to approve the amendment to the RACP Cooperation Agreement with PRIME PA LLC; Ms. Wakeman seconded the motion; motion carried.

RTAP Grant Application Submission; NSHR Corridor Project

A CRISI Grant Application was submitted on June 23, 2026, in the amount of \$9,180,220 (70%) for NSHR Corridor improvements. The total opinion of probable cost of this project is \$13,114,600.

The JRA will apply for an RTAP 2026 grant to fund the remaining \$1,967,000. Upon discussion, the JRA's contribution toward the RTAP grant application will be 30% of the proposed grant request, \$590,100.

Mr. Graham made a motion to approve the RTAP grant application submission in the amount of \$1,967,000 for the NSHR Corridor Project, with an expected JRA match not to exceed \$1,967,000; Mr. Postal seconded the motion; motion carried.

Financial Commitment for Operator RTAP Grant Application

The PA Rail Transportation Assistance Program (RTAP) grant applications will open on Aug. 3 and will close on Aug. 28. The Operator has proposed submitting for and administering a Newberry Yard Turnout Replacement Project. This project consists of replacing five or more deteriorated 105# DY turnouts with modern 136# RE and 115# RE turnouts on the southeast ladder at Newberry Yard. Track approaching and trailing the turnouts will be partially rebuilt; extending further with rail replacement and raise, line, surface, and dressing existing track. Spot tie and switch timber replacements will occur outside the limits of rebuilt track. The JRA typically commits 15% of the project cost for RTAP funded projects. The estimated total project cost is \$1,702,066. The JRA commitment will be \$255,310.

Ms. Perez made a motion to approve the financial commitment of \$255,310 for the Operator's Newberry Yard Turnout Replacement Project utilizing the 2026 RTAP grant program; Mr. Graham seconded the motion; motion carried.

Change Order for Contract 2025-04; RTAP 2024 Group 1 Bridges

Contract 2025-04 is RTAP 2024 Bridge Bundle NBER Bridge Preservation Project Group 1. The original contract price was \$326,916. A contract increase of \$625 is necessary for five additional ties for the NBER pipe culvert replacement at MP 16.10. The Executive Director approved the additional work due to the immediacy of the work schedule taking place. This additional work is completed. The change order will increase the Contract Amount to \$327,541.

Mr. Hormell made a motion to approve Change Order No. 1 for Contract 2025-04 in the amount of \$625 for a total contract price of \$327,541; Mr. Jones seconded the motion; motion carried.

REPORTS FROM COMMITTEES

Property Management Committee

1a. FirstEnergy Pennsylvania Electric Co. License Agreement #03-219.0 (NBER – Snyder Twp.)

FirstEnergy contacted JRA staff about constructing a new 7.2/12.47 kVA overhead electrical wire over the NBER adjacent to the Darby Lane rail grade crossing DOT #506 253J, no less than 35'-0" from top of rail in Snyder Twp., Blair County. FirstEnergy will be assessed a license fee of \$550, subject to annual CPI increases, in addition to a one-time license preparation fee of \$2,200. The language was agreed upon back in April 2026 and approved by the JRA Board at the April meeting. FirstEnergy recently requested additional revisions and is therefore being assessed an additional license preparation fee for the second round of approval of this agreement. All plans have been reviewed and approved.

Mr. Park made a motion to approve this license agreement with FirstEnergy Pennsylvania Electric Co.; Mr. Graham seconded the motion; motion carried.

1b. SSI Marcellus I LLC Lease Agreement #13-100.0 (Newberry Yard)

SSI Marcellus I LLC contacted JRA staff about leasing the fabric structure in the Newberry Yard, Williamsport. The 2.88-acre site is currently being leased by Newpark; however, Newpark sent a letter to JRA staff, notifying them they would be ending their lease early and would be off the site within 90 days, which is required per the lease agreement. Newpark is currently in the process of moving off-site and will be out by Aug. 5, 2026. SSI Marcellus I LLC would move in on Aug. 6, 2026. The term of the lease agreement is for 60 months and will renew automatically for up to 2 additional 60-month terms. SSI Marcellus I LLC will be assessed an annual fee of \$70,000 with CPI increases, capped at 4% annually.

Mr. Park made a motion to approve this lease agreement with SSI Marcellus I LLC; Ms. Perez seconded the motion; motion carried.

1c. Office Trailer Purchase at Newpark site (Newberry Yard)

The Newpark site has a truck scale that is hooked up to a 48' x 10' office trailer, which is leased by Newpark. Rather than having to disconnect the scale from the trailer, the JRA contacted the leasing company, Willscot, about purchasing the trailer. JRA staff were able to negotiate the price down to \$6,059.55. The trailer would remain connected to the truck scale to prevent any potential damage to wiring or other components of the scale if the trailer were to be removed. The trailer is in good condition and is being purchased as is.

Mr. Park made a motion to approve the purchase of a 48' x 10' office trailer from Willscot for \$6,059.55 and authorize the Executive Director to sign all sales documents; Mr. Snyder seconded the motion; motion carried.

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1d. PPL Electric Utilities Corp. License Agreement #01-457.0 PROW (NSHR – Iron St. -- Bloomsburg)

PPL contacted JRA staff about constructing a new overhead electrical wire over the NSHR within the public right-of-way of the Iron Street rail grade crossing DOT #265 980U, no less than 45'-2" from top of rail in the Borough of Bloomsburg, Columbia County. PPL will be assessed a one-time engineering review fee of \$2,000 for the cable within the public right-of-way.

Mr. Park made a motion to approve this license agreement with PPL Electric Utilities Corp.; Ms. Perez seconded the motion; motion carried.

Revised Sales Agreement with Joe Krentzman & Son Inc. for North Yards (JVRR – Burnham)

This item was tabled by the Property Management Committee.

LEGAL

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

Operating Agreement Consultant's Report

Mr. Lendway presented the Operator's first quarter financials for 2026 via PowerPoint.

2026 Transportation Expense Ratio

- Target: About 40%
- Results for Q1 2026
 - Lower than Target
 - Similar to Q1 2025
 - Lower than Q1 2026 Budget

2026 Maintenance of Way Ratio

- Target: About 21%
- Results for Q1 2026
 - Higher than Target
 - Similar to Q1 2025
 - Much lower than Q1 2026 Budget

Mr. Lendway stated that he has additional and detailed information but recommended discussing that confidential and proprietary information in executive session.

Chairman Harvey recessed the regular meeting at 1:32 p.m. to convene into executive session at 1:42 p.m.

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Chairman Harvey reconvened the regular meeting at 3:05 p.m.

Solicitor Schrack stated the JRA Board and JRA staff held an executive session which included the Operator to discuss the Operating Agreement Consultant's Report. The Operator and the operating agreement consultant then left and the Solicitor, JRA Board and staff had an executive session to discuss litigation matters. No action was taken in executive session, and no action is recommended to be taken.

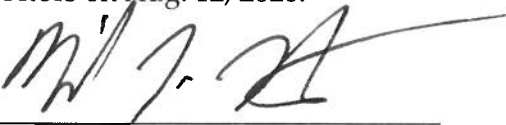
With there being no further business to come before the JRA Board, Chairman Harvey adjourned the meeting at 3:06 p.m.

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. 12, 2026.



Secretary/Assistant Secretary