

DRAFT Schuylkill River Passenger Rail Authority Meeting Minutes

September 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
David Zellers, Montgomery County Director of Commerce
Brian O’Leary, Executive Director, Chester County Planning Commission

1. Call to Order

Commissioner Christian Leinbach, Chair of the SRPRA, called the meeting to order at 3:00 p.m.

2. Adoption of August 22, 2022 Minutes

Christian Leinbach asked if there were any corrections to the minutes. Scott France said there was one correction. On the agenda it was noted that the minutes were from the August 22, 2022 meeting, not the July 25, 2022 meeting.

Commissioner Ken Lawrence motioned and Christian Leinbach seconded to approve the corrected draft minutes of the August 22, 2022 SRPRA meeting.

3. Board Member Comments

There were no Board member comments.

4. Public Comment on Agenda Items

There were no public comments submitted.

5. Subcommittee Reports

a. Finance – Comm. Lawrence, Chair

i. Banking Update

Commissioner Ken Lawrence reported that The Finance Committee is collecting the completed documents required for the bank to set the account set up; this should be completed by the Authority’s next meeting.

ii. 3 Year Budget-Action

Scott France said that as required under the terms of the Authority’s insurance policy, a 3 year draft budget was developed, and is presented to the Board for adoption. He added that it includes the expected cost of the interim director’s consultant fee and operating expenses. It does not address capital investment dollars and items that might arise later.

Commissioner Ken Lawrence motioned, and Marian Moskowitz seconded, all voted unanimously, and the motion was carried to adopt the Finance Committee’s SRPRA proposed 3 year budget.

b. Marketing – Brian O’Leary, Chair**i. Website**

Brian O’Leary reported that the Marketing Committee and Community Engagement Committee held a joint meeting and discussed the SRPRA website and its content, shared site framework, tech side and informal part focused on the general public, content development, benefits aspect of the project, and proposed structure of the website. He said that Chester County would handle its wireframe development. Brian asked the Board to send him any comments.

c. Planning – Scott France, Chair**i. Insurance Update**

Scott France reminded the Board that the SRPRA’s insurance coverage commenced on September 1, 2022, and the first invoice has been received.

ii. Consultant Update

Scott France said the SRPRA’s consultant contract with Transportation For America has been prepared, is under negotiation, and will be finalized within the next month. The Authority’s solicitor has provided input and it has been returned to the consultant, so it should move forward shortly.

iii. Outside Agency Coordination**1. Norfolk Southern**

The Authority received a letter from Norfolk Southern a few months ago; the Authority will respond when the staff consultant comes on board.

2. SEPTA

Scott France said that a draft letter has been prepared for SEPTA.

3. AMTRAK

The SRPRA will be supplying the Authority’s meeting minutes to an AMTRAK committee of approximately six representatives, along with an open invitation to discuss issues that might arise.

4. PennDOT

Scott France said that Commissioners Lawrence, Leinbach and Moskowitz received a letter from Pennsylvania’s Secretary of Transportation, PennDOT, expressing their support for the SRPRA’s plans for the passenger rail corridor. He added that there was a new Acting Deputy Secretary for the Multimodal Transportation has been appointed and should be added to the SRPRA’s contacts.

d. Personnel – Comm. Moskowitz, Chair**i. Interim Executive Director – Action**

Marian Moskowitz, Vice Chair, reported that the Personnel Committee is working on the contract for hiring an Interim Executive Director on a temporary basis. Jim Gerlach explained that four interviews had been conducted with good candidates and the results were circulated to the Authority’s Board members. After discussion, Mr. Thomas Frawley, a candidate with experience in working with Amtrak, was selected as the candidate of choice.

Jim Gerlach motioned, and Commissioner Ken Lawrence seconded, all voted unanimously, and the motion was carried to approve the SRPRA entering into a consulting agreement for an Interim Executive Director, based on the terms of the agreement.

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

i. Committee Update

Jim Gerlach reported that the Community Engagement Committee had a productive joint meeting with the Marketing Committee on September 7th to discuss jurisdictional issues. The Marketing Committee will be handling communications, website, and social media messaging. The Community Engagement Committee will concentrate on building multi-county relationships and identifying key stakeholders. He said that once Mr. Frawley begins his work as Interim Executive Director, the Community Engagement Committee will sit down with him to identify key stakeholders. Brian O’Leary added that a press release had been compiled, announcing Mr. Frawley’s appointment as Interim Director for the SRPRA.

6. **Other Business**

Christian Leinbach, Chair, recognized Dan Becker, who said that the Reading Eagle requested that the Authority share its 3 year budget with them. Christian asked that the document be released to the Reading Eagle for the public’s interest.

7. **General Public Comment**

There was no public comment.

8. **Adjourn**

Chairman Christian Leinbach adjourned the meeting at 3:35 p.m.

Next Board Meeting

October 24, 2022 at 3:00 p.m. via Zoom

Respectfully submitted,



Ann Marie Meehan