

# Schuylkill River Passenger Rail Authority Meeting

## DRAFT Minutes

November 27, 2023

3:00 p.m.

The following members were in attendance:

### **Authority Members in Attendance:**

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  
Peter Urscheler, Phoenixville Borough Mayor, Assistant Treasurer  
Brian O’Leary, Executive Director, Chester County Planning Commission  
Jim Gerlach, President, GRCA, Assistant Secretary  
Stephanie Henrick, Mayor of Pottstown

### **Authority Members Absent:**

Eddie Moran, Mayor of Reading

### **1. Call to Order**

Executive Director Tom Frawley announced that Christian Leinbach, Chair of the SRPRA, was detained on a Berks County legal matter and would not be able to join the meeting until later. Tom asked that Commissioner Marian Moskowitz, Vice Chair of the SRPRA, would lead the meeting, and she called the meeting to order at 3:00 p.m. Mr. Dan Becker of Kozloff Stoudt Attorneys, legal counsel for the Authority, then read the guidelines for making public comments.

### **2. Adoption of October 23, 2023 Minutes**

Marian Moskowitz called for any corrections to the minutes.

Stephanie Henrick, Mayor of Pottstown, requested that the spelling of her last name be corrected.

*Subject to the requested corrections to the draft minutes of the October 23, 2023 SRPRA meeting being made, Mayor Peter Urscheler moved for their adoption and Jim Gerlach seconded the motion. The minutes were approved unanimously.*

### **3. Board Member Comments**

*There were no board member comments.*

### **4. Public Comment on Agenda Items**

*There were no public comments on agenda items.*

### **5. Adoption of 2024 Meeting Schedule– Action**

Marian Moskowitz called for a vote on the adoption of the proposed 2024 SRPRA Board meeting dates.

*Mayor Peter Urscheler introduced a motion to adopt the 2024 meeting schedule, Scott France seconded, and the motion passed unanimously.*

## 6. Committee Reports

### a. **Finance – Mayor Peter Urscheler, Assistant Treasurer**

#### i. Motion to Pay Bills – *Action*

Mayor Urscheler said the Finance Committee met on November 13th. There were three bills presented for payment, subject to the Board’s approval.

*Mayor Urscheler motioned, Brian O’Leary seconded, all voted unanimously, and the motion was carried to approve the payments of three bills presented in the SRPRA’s November 27, 2023 Board meeting packet.*

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

#### i. Committee Update

Brian O’Leary reported that social media outreach for SRPRA continues. Currently, the Authority has 105 Instagram followers, 392 Facebook followers, and 233 LinkedIn followers. He encouraged everyone to continue to share to increase exposure.

### c. **Planning – Scott France, Chair**

#### i. Committee Update

Scott France reported that last month’s Board meeting was held in Pottstown and was a great success, thanks to the hosting of the Borough and the Montgomery County Community College. There will be a meeting with PennDOT officials tomorrow in Harrisburg. Still coordinating with the FRA on the existing federal appropriation grant. Also, a review of proposal submissions for will soon be underway for SRPRA consultant services and there should be recommendations at the December Board meeting. The next meeting with SEPTA has not yet been scheduled. Scott announced that the Pottstown Metropolitan Regional Planning Committee approved a proposed work item with DVRPC to conduct station facilities planning as well as a station vision plan.

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

#### i. Committee Update

Commissioner Moskowitz, Chair, said that the Committee had no news to report.

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

#### i. Committee Update

Jim Gerlach said the Committee had not met since the last SRPRA Board meeting. The Committee is prepared to reengage with stakeholders upon hearing of the FRA decision regarding the SRPRA’s application for the corridor ID program. The Committee is planning for a number of meetings as soon as the FRA decision is made. After the swearing in of new Commissioners, an informational session will be held to bring them up to date on the status of the project. Jim reminded the Board that he will be leaving the Board at the end of the year. He asked Mayor Stephanie Henrick who is coming onto the Board to consider joining Mayor Urscheler and Mayor Moran on the Community Engagement Committee.

### f. **By-Laws – Scott France, Chair**

#### i. Revision of Bylaws and Articles of Incorporation– *Action*

Regarding the Articles of Incorporation amendment, Scott France explained two of the member counties (Berks and Montgomery) have passed their own resolutions supporting amendment of the SRPRA Articles of Incorporation, and the third (Chester County) has their resolution on the agenda for their upcoming Board of Commissioners meeting. Once the Commissioners in all three counties have voted in favor of amending the Articles of Incorporation, Dan Becker will advertise and file Articles of Amendment with the Commonwealth.

Regarding the bylaws, Scott said that they had been reviewed at the October meeting and he sent out a copy of the updated bylaws on October 27th, which included one minor change that had been identified at the October 23rd meeting. He recommended that a motion be put forth today to take action on adopting the bylaws. Scott France called for the Board to vote on the bylaws.

*Scott France motioned, Christian Leinbach seconded, all voted unanimously, to adopt the revised SRPRA bylaws.*

#### **7. Executive Director's Report**

Tom Frawley, Executive Director, reported on the November 15, 2023 meeting with FRA administration officials to narrow the statement of work on the SRPRA's application, by limiting the statement of work on fully funded and accomplished items. The statement of work has been modified to corresponding adjustments to the schedule and budget documents, and they are attachments that go with the grant agreement itself. Grant agreement signing should take place in the next few weeks. The FRP advertisement for a consultant was posted on October 27th; the submission deadline has been moved to December 4th and a recommendation should be ready in time for the SRPRA's December Board meeting. Tom said he will attend the PennDOT meeting tomorrow and the following day (Wednesday) join with the Executive Committee to meet with the FRA including Dr. Santiago Cruz-Roveda, who is the corridor ID and development program leader.

After the report, Dan Becker reminded Tom Frawley that the approved 2024 SRPRA Board meeting dates must be advertised. Tom acknowledged the requirement and asked if Kozloff Stoudt would arrange the mandatory advertisement in the newspapers of record in the three counties regarding the intent to file.

#### **8. Other Business**

Commissioner Ken Lawrence shared that he will be resigning as of December 31, 2023. He thanked the Board for the plaque he was presented with at last month's meeting and said it was a pleasure to work with the SRPRA Board. He added that he looks forward to boarding the passenger train once service is restored, and indicated that he would be boarding the Pottstown Station.

On behalf of the SRPRA Board, Christian Leinbach, Chair, said that it was a joy to work with Commissioner Lawrence, thanked him for his leadership, and hoped he could find a way to continue his involvement with the SRPRA.

#### **9. General Public Comment**

*There was no public comment.*

#### **10. Adjourn**

Marian Moskowitz called to adjourn the meeting.

*Brian O'Leary motioned, Peter Urscheler seconded, all voted unanimously, to adjourn the November 2023 meeting of the SRPRA Board.*

**Next Board Meeting**

December 18, 2023 at 3:00 p.m. via Zoom

Respectfully submitted,



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Ann Marie Meehan