

## **Schuylkill River Passenger Rail Authority Meeting**

### **DRAFT Minutes**

April 28, 2025

3:00 p.m.

The following members were in attendance, in-person unless otherwise noted:

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

Marian Moskowitz, Chester County Commissioner, Chair  
Peter Urscheler, Phoenixville Borough Mayor, Treasurer  
Scott France, Executive Director, Montgomery County Planning Commission, Secretary  
Christian Leinbach, Berks County Board of Commissioners, Assistant Secretary  
David Hunter, Executive Director, Berks County Planning Commission  
Eddie Moran, Mayor of Reading (attended virtually)  
Stephanie Henrick, Mayor of Pottstown  
Matt Edmond, Executive Director, Chester County Planning Commission

#### **Authority Members Absent:**

Tom DiBello, Montgomery County Commissioner, Vice Chair

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

Marian Moskowitz, Chair of the SRPRA, called the meeting to order at 3:04 p.m.

#### **2. Adoption of March 24, 2025 Minutes**

SRPRA Chair, Marian Moskowitz called for any corrections to the minutes. There were no corrections to the minutes.

*As there were no corrections to the minutes, Marian Moskowitz announced that the SRPRA's March 24, 2025 meeting minutes stand approved as presented.*

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

*There were no Board member comments.*

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

Dan Becker of Kozloff Stoudt Attorneys, legal counsel for the Authority, read the guidelines for making public comments. There were no public comments on the agenda items.

#### **5. Welcome to Pottstown – Justin M. Keller, Pottstown Borough Manager**

Pottstown Borough Manager, Justin Keller, welcomed attendees and thanked them for coming to Pottstown for the meeting. He said the Borough is very excited about Pottstown Station Project Plan and has been working with DVRPC on their study in preparation of restoration of passenger rail service.

#### **6. Pottstown Station Study Update – Andrew Svekla, DVRPC Project Manager**

Andrew Svekla of the Delaware Valley Regional Planning Commission (DVRPC) introduced their project team, and explained how the Commission serves the Greater Philadelphia area. He provided an update of DVRPC's Pottstown Station Study that is currently underway. He said they are looking forward to

promoting dialogue on the SRPRA rail project and facilitate conversations between various stakeholders. His organization is focused on physical improvements, the historic station building, and concerns and opportunities the project presents. The first part of the study focuses on a one-half mile walk shed around the historic station. The second part will focus on for a larger area surrounding the station. He invited meeting attendees to share any questions with him and his team and provided his email address: asvekla@dvrpc.org.

Scott France, Executive Director of the Montgomery County Planning Commission, and SRPRA board member and Secretary, shared two follow-up points. First, he emphasized the importance of the community engagement piece of the project and noted the overlap of scope between DVRPC and AECOM, who will be the SRPRA's consultant during Task 2 of the CIDP. The two recently met to identify those overlaps so that they can work together on integrating their respective courses of study. Second, he emphasized that the impacts and opportunities for passenger rail service in Pottstown spread well beyond the ½ mile walkshed.

## **7. Committee Reports**

### **a. Finance – Mayor Peter Urscheler, Chair**

#### **i. Committee Update**

Mayor Peter Urscheler reported that due to a nationwide meeting host outage, the SRPRA Finance Committee was unable to meet on April 16 when the approval of bills typically takes place. Accordingly, actions related to the 2024 audit and to payment of bills are being brought directly to the Board for consideration.

#### **ii. Motion to Accept 2024 Audited Financial Statements and Authorize Executive Director to work with Auditor Maillie LLP, to assemble and submit Audit Package to the Pennsylvania Dept. of Community and Economic Development – Action**

Peter said Maillie LLP has completed the 2024 Audit and provided the draft 2024 Financial Statements to SRPRA for inclusion in the packet. Subject to the board's acceptance of the Financial Statements and adoption of the proposed motion, at today's meeting, the 2024 Audit would be submitted to Pennsylvania DCED.

*Mayor Urscheler motioned, Mayor Stephanie Henrick seconded, all voted unanimously, and the motion was carried to accept the 2024 SRPRA audited financial statements and authorize Tom Frawley, Executive Director, to assemble and submit the audit package to the Pennsylvania Department of Community and Economic Development.*

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

Peter requested that the Board ratify the SRPRA's four prepaid bills paid between March 31st, 2025 and April 15th, 2025 totaling \$147.77 and approve for payment the three invoices dated between March 21st and April 7th totaling \$25,419.66.

*Mayor Urscheler motioned, Matthew Edmond seconded, all voted unanimously, and the motion was carried to approve the payments of prepaid and outstanding bills presented in the SRPRA's April 28, 2025 Board meeting packet.*

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

#### **i. Committee Update**

Marian Moskowitz, SRPRA Chair and Personnel Committee Chair, reported that there were no updates from the Personnel Committee.

**8. CIDP Update**

Tom reported that based upon direction received from FRA on April 7, a request for reimbursement was submitted by SRPRA for only Task 2 (Technical) expenditures from September 2024 through February 2025 totaling \$125,409.17. Also at FRA direction, outstanding Task 1 (Administration) expenditures from the same time period totaling \$23,513.01 and subsequent Task 1 expenditures will be reimbursed during Step 1 closeout, which was forecasted to begin in May. Also on April 7, FRA indicated that, subject to final formal approval, the statement of work, schedule and scope deliverables in Step 1 are all considered final. SRPRA has also submitted the final draft version of Attachment 2 to the CIDP Step 2 Grant Agreement, approval of which is required for SRPRA's advancement from Step 1 into Step 2, which is anticipated to take place as early as May.

**9. Executive Director's Report – Tom Frawley**

Tom reported that a draft Memorandum of Understanding (MOU) or Service Development Agreement had been prepared by Amtrak to govern their role in Task 2, including preparation of ridership forecasts, and operating and maintenance cost estimates. SRPRA has returned the draft to Amtrak with suggested changes, and SRPRA is awaiting Amtrak's response. Finalization of the MOU is expected during May. Additionally, Tom reported on meetings with Norfolk Southern (NS), and NS' position that finalization and execution of a non-disclosure agreement (NDA) and service development agreement (SDA) need not have been accomplished prior to SRPRA's entry into CIDP Step 2.

**10. Marketing Team Report – David Hunter**

David Hunter, Chair of the Marketing Team, reported that while SRPRA messages are appearing on Lamar Advertising's digital billboards, these are being provided as a public service announcement and SRPRA is not spending money on billboards.

David said that short video interview reels intended to add content and variety to the SRPRA's social media outreach are continuing to be completed and released. David added that the team is striving to make the FAQ section of SRPRA's webpage more robust.

**11. Planning Team Report–Scott France**

Scott reported that the team continues to work with Amtrak on a MOU / SDA, recently met with SCTA to explore partnership opportunities regarding SCTA owned facilities in Reading, and is continuing discussions with Norfolk Southern. As well, he said that the upcoming SRPRA budget was discussed and they plan to have a draft budget to present at next month's Board meeting, so that if adopted, substantial time would be afforded to the organizing counties to program their contributions for 2026 and beyond.

**12. Other Business**

*There was no other business discussed.*

**13. General Public Comment**

*There was no public comment.*

**14. Adjourn**

Marian Moskowitz called to adjourn the meeting.

*Peter Urscheler motioned, David Hunter seconded, and all voted unanimously, to adjourn the April 2025 meeting of the SRPRA Board.*

**Next Board Meeting**

May 26, 2025 at 3:00 p.m. via Zoom.

Respectfully submitted,



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Ann Marie Meehan

APPROVED